

HARMSWORTH MEMORIAL TRUST

**Minutes of the meeting held on Monday 16th October 2017
Memorial Hall**

Present	Clhrs Barker, Cruse, Davies, Lewis, Henning, Kemp, Skeet and Thomas
In Attendance	C Levett, Clerk

Item		Action / Responsibility
1.APOLOGIES	Apologies were received from Cllr Reynolds	
2.DECLARATIONS OF INTEREST	There were no declarations of interest.	
3. MINUTES OF PREVIOUS MEETING	It was agreed that the minutes of the meeting held on 18 th Ober 2017 be approved and signed by the Chairman.	
4. MATTERS ARISING AND OUTSTANDING ITEMS	<p style="text-align: center;">(i) Reconstitution of the Harmsworth Memorial Trust</p> <p>Cllr Barker advised that this is no further forward and a meeting of the Steering Group has been arranged.</p> <p style="text-align: center;">(ii) Children’s Playground</p> <p>Cllr Davies will consult TWBC on the need for a planning application for the construction of a new children’s play area on the recreation ground in Benenden.</p>	PD
5. BENENDEN VILLAGE HALL	<p style="text-align: center;">(i) Bonfire Night</p> <p>Lorraine Jones advised that a potential booking on 4th November had been lost and Trustees agreed that the Bonfire Committee should hire the Hall for the evening so that the Hall, and the Hall car park, can be used for bonfire night events, and that the public toilets should be used for the evening. Cllr Davies to speak to Grant Matthews.</p> <p style="text-align: center;">(ii) Administrator Report</p> <p>Defibrillator : Lorraine will update when she has further information regarding installation of a defibrillator at the Hall.</p> <p>Recreation Field : Rolling and spiking of the field has been carried out and Cllr Skeet commented a job well done.</p> <p>Marquee : A request regarding the erection of a marquee on the Recreation Field during a wedding had been received. More information to be sought.</p> <p>Playground : Cllr Thomas advised that the required weekly health and safety inspections of the playgrounds, at the Hall and at Iden Green, are not taking place. Lorraine Jones was asked if she would</p>	PD

Chairman..... Date..... Page 1

These minutes are not a verbatim report of the meeting, but a summary of discussion and decisions taken at the meeting

	undertake this. The Clerk to provide checklists.	CL																		
6. ST GEORGE'S	Cllr Davies advised that new heaters have been installed in the Pre-School; piping has been fixed; the fallen tree removed; and car parking issues in hand.																			
7. RESOURCING	<p>(i) Resourcing Committee</p> <p>The new committee had met and Cllr Skeet appointed as Chairman. Draft minutes had been circulated. The Terms of Reference have been updated and will be agreed at the next committee meeting. The Village Hall will be shown as a line in HMT accounts.</p> <p>(ii) Monthly Finance</p> <p>Trustees ratified and approved the October 2017 payments list.</p> <table border="1"> <tr> <td>101437</td> <td>P Davies - Pre-School heaters</td> <td>130.00</td> </tr> <tr> <td>101438</td> <td>TP Jones & Co LLP - Payroll</td> <td>52.50</td> </tr> <tr> <td>101439</td> <td>HMRC - Employer's Tax and NI Contributions</td> <td>36.00</td> </tr> <tr> <td>101440</td> <td>Cheeseman & Son - Office boiler service</td> <td>108.00</td> </tr> <tr> <td>101441</td> <td>Vortex Electrical Services</td> <td>14.00</td> </tr> <tr> <td colspan="2">TOTAL</td> <td>340.50</td> </tr> </table> <p>(iii) Street Cruiser</p> <p>Following concerns previously expressed Cllr Davies had spoken to Grant Matthews but no proposal has been received. It was agreed that Trustees need facts and figures regarding attendance and feedback. Cllr Davies to pursue with Grant Matthews.</p>	101437	P Davies - Pre-School heaters	130.00	101438	TP Jones & Co LLP - Payroll	52.50	101439	HMRC - Employer's Tax and NI Contributions	36.00	101440	Cheeseman & Son - Office boiler service	108.00	101441	Vortex Electrical Services	14.00	TOTAL		340.50	PD
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8. CORRESPONDENCE	None																			
9. ITEMS FOR FUTURE CONSIDERATION	None																			
10. DATE OF NEXT MEETING	Monday 20 th November 2017, at Iden Green Pavilion																			
	The meeting closed at 9pm																			