

BADLESMERE LEES AND HALL COMMITTEE MEETING

Tuesday, 12 January 2021

Those present: no one; apologies for absence: everyone; explanation below.

Committee: Ian Earl (Chair), Sue Earl (Secretary), Rick Blackman (Treasurer), Dave Austin, Steve Burt, Gareth Fulton, Fred Gregory, Charlie Kirby, Katie Potter, Ben Pullen, Tom Sisley.

This meeting was not held due to the reinstating of a full lockdown, with no meetings to take place between members of different households. It was agreed not to hold a 'zoom' meeting, but two decisions were needed, and discussion and agreement were achieved by email communications. The following is therefore mostly information that would have been imparted at the meeting. The form (and dates) of future meetings will be determined nearer their time.

1 'Minutes' of October meeting.

1.1 No concerns were raised.

2 Matters arising.

(All matters arising have been included in the items below.)

3 Accounts and Covid-19.

- 3.1 The bank balances as at 31 December 2020 are: the current account is £15103.78 and the Business Reserve account £3858.80. IE successfully applied for further support during the November lockdown and consequently Badlesmere Parish Hall received £1344 on 10 December. The tier 4 restrictions that followed did allow for hall bookings to restart (subject to the hirers obeying strict instructions) but no bookings occurred. Because we are small hall the flat rate government grants have effectively given us a 'profit' but it must be realised that further loss of hiring income will take place at the start of, if not throughout, 2021. Luckily our reserves should carry us through this uncertain period, and there may be further support from central government.
- 3.2 The true year-end balances, when unrepresented cheques and other debts are taken into account, are £14788.78 and £3858.80.
- 3.3 Draws for the 100 Club from September to December took place, the December one at the Red Lion (during the occasion of a take-away collection) thus ensuring it was independent of the committee and the organiser. The winners are:-
September: £15 Emily Moore, £10 Dennis Hubbard;
October: £15 Ben Pullen, £10 Jane Austin;
November: £15 Janice Vant, £10 Isabelle Winter;
December: £150 Steve Burt, £50 Stuart Moore, £25 Jane Hiles.

4 Dates of Committee Meetings and the AGM.

- 4.1 As soon as committee meetings are able to resume their actual dates will be agreed. Until then the dates will continue to be nominally the second Tuesday in the months of April, July, and October 2021, and 11th January 2022.
- 4.2 This year's AGM is scheduled for the 11th May 2021, though a postponement may well happen, or as in 2020 publication of the Chairman's Report and the Badlesmere Lees and Hall Committee's accounts may have to suffice.

5 Governance.

- 5.1 A Safe-guarding Policy document, essentially ACRK's version, has been drawn up and is under consideration by the committee.
- 5.2 A Reserves Policy has been written and passed to committee members for comment. Based on one from another village hall, it defines the reasons for having reserves and how to decide to what use they should be put. Reserves are said to be 'restricted' or 'unrestricted' and these terms are defined in the document. It also explains how the finances of the village hall and the leas preservation committee should really be separate. The finances associated with the defibrillator and the village sign project should also be considered separate entities. Worthy of particular note is that one of the key legal obligations on all charities, according to the Charity Commission, is to spend income received on charitable objectives within a reasonable period of time unless there is a good reason not to. This means the Committee needs to be clear about why it considers it necessary to hold funds in reserve. In line with declarations in the policy funds will be transferred from the current account to the reserve account to leave £3000* in the current account for day-to-day management of the hall at the beginning of the year. *The actual amount is yet to be agreed by the committee.

6 Fund-raising and events.

- 6.1 100 Club. For 2021 it was agreed to increase the membership (individual, annual) fee to £15 while retaining the prize money at 50% of the income. The £10 fee had been in place for more than 20 years, and with all fund-raising events unable to take place the 100 Club is the only source of funds to maintain the leas and tracks. Prizes will now be eleven monthly draws for a single £30, and the December prizes will be £250, £120 and £50. If the members number more or less than 100, the December prizes will be adjusted to maintain the 50% return by increasing the third prize or decreasing the second prize as necessary.
- 6.2 The Badlesmere 10k Run that was postponed from September 2020 to 18 April 2021 has now been put back to 5th September. Runners who had already paid to take part were offered refunds, and two people took up the offer. The Estate and the farmer on whose land the run takes place will be contacted to confirm that the new date is acceptable to them.
- 6.3 The Wine and Wisdom event was sorely missed in 2020, but will be resurrected in 2021, covid and restrictions permitting. The date is likely to be Saturday 27 November, but this will be confirmed nearer the time.
- 6.4 The decision to put off the Mediaeval Fayre until 2022 has already been made. The re-enactment group the Paladins of Chivalry have been in touch and were informed of this decision.

7 Maintenance of the Hall.

- 7.1 New outside lights (LED floodlights) have been installed on the corner of the hall, and the PIR-activated flood near the main entrance has been rewired and given new cable supports.

- 7.2 A list of the more pressing work needed to maintain or improve the hall is given in Appendix 3 of the Reserves Policy. While covid restriction remain in place little on the list is likely to be actioned, and the committee has yet to have had chance to discuss the merits of each of the proposals or agree a timetable and the funding for them. This will have to be left until round-the-table meetings are possible again.
- 7.3 There is still some rubbish and heavy concrete items to dispose of, but this will have to wait until a place to take them is found (the household waste tip not being an option).

8 Maintenance of the Lees and Tracks.

- 8.1 The committee are pleased to be able to offer the contract for cutting the lees to Ben Bowles again, and are hoping he will accept.
- 8.2 The northernmost layby on the A251, which was resurfaced in the summer of 2020, has seen lorries again parking on it (but not as much as before). The erection of a metal post, akin to the one used at the 'triangle', in the centre so still allowing cars to park but preventing HGVs is being arranged.
- 8.3 A 'Lees Clear-up' is overdue, not least because of the amount of fallen branches and other debris at various places around the lees. This will be organised as soon as covid restrictions permit. In previous years these clear-up days have taken place any time from February till April with considerable help from residents around the lees.
- 8.4 No action has taken place concerning the creation of heaps of garden waste, though there is some sympathy for those who have been disposing of their garden waste in one particular place for very many years. Formalisation of this is unlikely to happen, but any such pile should not be placed at random, nor obstruct any paths.

9 AOB

- 9.1 The defibrillator in Sheldwich Village Hall has now a named person to monitor and maintain it. IE was able to offer advice from his experience with Badlesmere's, and theirs too is now registered with the Community Heart Beat Trust.
- 9.2 The Chairman has learnt that Jenny Bradbury, the Village Halls Adviser at ACRK (Action with Communities in Rural Kent) is retiring at the end of January. IE has sent the committee's best wishes and thanked her for all the help she has given us over the years, not least the one occasion she joined us at a committee meeting (finding us a very together, friendly, active - and large - group, and surprisingly laid back as to formalities and our legal obligations!). It was through her that we acquired EKOGG as regular users of our hall.

Next scheduled committee meeting: Tuesday, 13 April 2021.