

## BENENDEN VILLAGE TRUST

### Minutes of the Meeting Tuesday 8<sup>th</sup> September 2020, 7pm, Iden Green Pavilion

Present : Athena Cripps, Olivia Collier, Tom Dawlings, David Harmsworth, Sally Ann Marks, Jonathan Strong, Richard Stubbings. Holly Clayson (Village Hall Manager). Caroline Levett (Trust Manager).  
Via Zoom : Kent Barker, Martin Dickson

David Harmsworth welcomed the newly co-opted Trustees.

Item		Action
1. APOLOGIES	No apologies.	
2. MINUTES OF PREVIOUS MEETING	The minutes of the meeting held on 27 <sup>th</sup> January 2020 and reports of activities for March, April, May, June, July, August 2020 were agreed as correct records and signed by the Chairman.	
3. TRUSTEE REPORT, FINANCIAL STATEMENTS & CHAIRMAN'S REPORT	Trustees had unanimously agreed the Report and Financial Statements for the year ended 31 <sup>st</sup> March 2020. Members had been given the opportunity to comment on these and ask questions; none had been received. The Report and Financial Statements were approved and signed by the Chairman.  The Chairman's Report had been circulated to Trustees. There were no comments from Trustees and the Report will be circulated to Members and published on the website.	CL
4. ELECTION OF TRUSTEES PROCESS	CL had circulated a draft email and ballot paper to be sent to all Members. This was agreed.	
5. ROLES & RESPONSIBILITIES	JS had suggested revised working groups with effect from 1 <sup>st</sup> October with areas of work allocated amongst all Trustees. This was agreed. It was acknowledged that the major work of the Trust is currently property related.	
6. VILLAGE HALL	Village Hall Reports had been circulated and HC gave a brief overview. Use of the Hall had been quiet on re-opening but things are starting to pick up. Some local village halls were much slower to re-open and some have not yet re-opened.  TD was interested to know how much the £10,000 grant received from TWBC has covered lost income. JVS suggested that the Finance Group need to look at the Trust's financial position and loss of income and consider whether it draws on COIF investments or allows reserves to drop further.  Requests from Trustees for HC to action : <ul style="list-style-type: none"> <li>• Update the Improvement Works Schedule</li> <li>• Future plans</li> <li>• Month on month and year on year comparison of hall usage and income and expenditure</li> </ul> DH thanked HC and the Hall team for their work throughout lockdown and managing the re-opening of the Hall. HC thanked Trustees for their support.	FINANCE GROUP  HC

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<p>7. PRIMARY SCHOOL ACCESS &amp; PARKING</p>	<p>TD had provided a report on various meetings with and about the Primary School.</p> <p>Trustees were asked if they would support a pathway to the Benenden Playground, with a branch-off to the Glebe.</p> <p>This was agreed but noted that this would likely increase parking in the Village Hall Car Park.</p> <p>The car park is again heavily used at school drop off and pick up times, and children often go straight from school to the playground. This has been discussed numerous times previously and whilst this is rarely a major issue it was felt important to prevent the school establishing a right to use the car park. JS to seek legal advice. The car park is a private one and village hall hirers are vital to its success and should have use of the car park. The school should be reminded annually and parents reminded regularly. AC advised that she had previously spoken to the headteacher and suggested ways to maximise parking safely in the school car park.</p> <p>School Governors also need to understand the issues, and TD advised that he and Nicola Thomas will be meeting with the Board of Governors.</p> <p>HC to look again at parking signage and discuss further with AC to try to accommodate the needs of Hall users and the wider community.</p>	<p>JS</p> <p>TD</p> <p>HC/AC</p>
<p>8. TREE PLANTING SCHEME</p>	<p>A full paper had been circulated. CL has received a quote for the supply of trees, subject to availability, planting and sundries of £820. It was agreed that CL would advise Cllr Holden and the Parish Council of the proposal, and apply for the grant.</p>	<p>CL</p>
<p>9. CHILDREN'S PLAY AREAS</p>	<p><b>Iden Green</b></p> <ul style="list-style-type: none"> <li>• The Iden Green Playground Committee is waiting to receive a second quote for complete refurbishment. The RoSPA inspection has still not taken place, and CL has chased this a number of times. Lockdown slowed all progress which has meant that Iden Green residents are still without adequate playground facilities.</li> <li>• KB is of the firm opinion that some repairs could and should be attended to as soon as possible and will arrange for someone to look at and provide an estimate.</li> <li>• Trustees were split as to whether to remove the whole playground immediately or to close it temporarily pending the RoSPA inspection and some repairs.</li> <li>• The majority of Trustees agreed close the playground temporarily. CL and AC to action including notices on site and more widely and taping off.</li> </ul>	<p>KB</p> <p>CL/AC</p>

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	<p><b>Benenden</b></p> <ul style="list-style-type: none"> <li>There have been some issues with the gate and fencing, and this is due to the initial installation. Steve Hockney is looking at ways this can be rectified.</li> </ul>	
10. ST GEORGE'S	The Club had reported outdoor lights not working. An electrician has been asked to look at these.	
11. PROPERTY STRATEGY	<ul style="list-style-type: none"> <li>Drawings are awaited from Jonathan Gale Architects regarding plans for the Village Hall/Public Toilets/Office Hub.</li> <li>KB will continue to work on design and building quotes.</li> <li>TD agreed to liaise with the Parish Council about possible funding and grants.</li> </ul>	
12.SUSTAINABILITY OF BVT FACILITIES & ACTIVITIES	<p><b>Village Hall Heating System</b></p> <ul style="list-style-type: none"> <li>An update from RS had been circulated and a report is awaited from ISOEnergy.</li> <li>RS IS investigating other possible government grants and incentives.</li> </ul> <p><b>Electric Vehicle Charging Points</b></p> <ul style="list-style-type: none"> <li>CL had circulated full information. The Parish Council is in favour of EVCP and supports taking this forward. The draft Neighbourhood Development Plan (Policy T4, and Transport &amp; Infrastructure "Projects") promotes electric vehicle charging points, and at the village hall.</li> <li>The Trust (Village Hall) can make the application directly and any legal agreement would be with the Trust rather than the Parish Council.</li> <li>The first steps are to register interest by 18<sup>th</sup> September and make a full application by 16<sup>th</sup> October. Trustees agreed that CL action.</li> </ul>	CL
13. GROUNDS MAINTENANCE	TD to organise hedge cutting along Coldharbour Road and at Vyvyan Cottages.	TD
14. MEETING DATES	The next scheduled meeting is 12 <sup>th</sup> October 2020. Between 25 <sup>th</sup> September – 12 <sup>th</sup> October, as current Vice Chairman, will be acting chair until the new Board of Trustees elects its Chair and Vice Chair.	
15. AOB	JVS gave huge thanks to David Harmsworth, who is standing down, for guiding the Trust in its infancy. This was echoed by Trustees.	

Meeting closed 8.30pm.