

## Henfield Community Partnership Ltd

Minutes of the Management Committee Meeting held on 8 August 2019  
at Henfield Hall

**Present:** Mike Ainscough, Peter Bates, Paul Crowe Hugh Daniels, Anthony Druce, Carol Eastwood (In the Chair), Elaine Goodyear, Leo Jago, Kenneth McIntosh, Mike Morgan, Audrey Shaw, Sue Willis.

**Apologies:** Ann Donoghue, Ann Ellson, Richard Kendall, Gill Perry.

<b>1.</b>	<b>Declaration of Interests.</b> None.
<b>2.</b>	<b>Minutes of the Previous Meeting.</b> The minutes of the meeting on 13 June 2019 were approved and signed by the Chairman.
<b>3.</b>	<b>Matters Arising.</b> Item 9. The food bank is up and running. The food is supplied by Horsham Matters, which determines eligibility and has adequate supplies from supermarkets. BN5 has absorbed the printing costs. If HCP is asked to help on any project in future it must have a prior estimate of the cost and agreement by directors or committee.
<b>4.</b>	<b>Correspondence.</b> "The Red Lion" play taking place in the Hall on 30 August needs to be publicised. Flyers and posters are ready. Kenneth would organise volunteers to distribute. It was agreed that the 70% proportion of the profits due should go to the Hall for their refurbishment fund.
<b>5.</b>	<b>Finance Report.</b> 5.1. The current balances are: Computer club   £ 679 Main Account   £ 1,427 Reserve Account £ 5,190 Year of culture   £ 697 – to be retained for the present. 5.2. The £1000 grant has not yet been received from HDC. The delay is due to changes in personnel and the elections and no CP has received one yet. Mike will have a word. 5.3. The £20,000 loan from the PC was repaid when the grant was paid. The PC has budgeted for the annual grant of £750 but this has not been requested as the loan had been outstanding. The new Chairman will discuss this with Kevin. 5.4. Sage costs £20 plus VAT a month. It provides much more than HCP needs and Audrey thinks it unnecessary. It was agreed to stop the subscription at the end of the quarter in October. Audrey will do the accounts and Keymer Haslam was appointed accountants in place of A&B Matters.
<b>6.</b>	<b>Year of Culture.</b> 6.1. The Rock and Ale festival that was proposed to take place at Rye Farm will not go ahead. As over 500 people were expected, the licensing and regulatory hurdles were too great to overcome. 6.2. On 4 September there is the Edge to Edge project displaying the embroidered bunting with a walk and Tea at St Peters.
<b>7.</b>	<b>Summer Fair.</b> A team of 5 under the HCP banner organised it and feedback has been very positive. Parish councillors stood out as the main volunteers on the day itself although there was a good general mix of people helping on Thursday and Friday. There is now a detailed written plan of what is required and a post event review to help any organiser in the future. It needs to be started more than one year before, review the categories for the competitions and encourage more volunteers to spread the load. Local organisations arranged plenty for people to do and the craft stalls were a welcome addition.

	Elaine indicated that she would be happy to organise the event again provided that she had a team to help.
<b>8.</b>	<b>AGM preparation.</b> Carol had circulated the draft report. The accounts were ready and will be circulated. Paul Crowe agreed to stand as Chairman with Carol as Vice Chairman. Audrey and Anthony agreed to continue as Treasurer and Secretary. The proposers and seconders would be recorded in the AGM agenda.
<b>9.</b>	<b>Parish Council.</b> 9.1. A contractor has been appointed to upgrade the toilets. It will take 12 weeks to do. It will be funded by sec 106 money and PC funds. Requests have been made for them to be open on Sundays. 9.2. Community Speed Watch is now in place. Drivers caught exceeding the speed limit will be sent a warning letter. 9.3. The PC has a new more interactive website which will be launched in October/November. 9.4. The Sandy Lane appeal is ongoing. Setyres have made a retrospective planning application for their works. There is still the issue of the gipsy site in Furners Lane. Dunkley has lost his appeal for his additions. 9.5. Elaine noted an increase in the number of retrospective planning applications a lot of which were for trees that had been cut down.
<b>10.</b>	<b>AOB:</b> 10.1. The Hall committee had gone back to the architect about the pitch of the roof and he would be taking the matter up with HDC. The Hall was owned by the community but were private premises. There had been difficulties with people demanding to use the toilets while private functions were on. There was no such entitlement. 10.2. The Primary (medical) Care Network had been set up. Karen Crawford-Clark was the clinical director and Katie Hall the manager.

### Next Meeting

The next meeting will be immediately after the AGM at 7.00 p.m. on Thursday 12 September 2019 in The Committee Room Henfield Hall

**Signed as a true and accurate record of the meeting:**

**Chairman:**

**Date signed:**