

Henfield Community Partnership Ltd

Minutes of the Management Committee Meeting held on 10 October 2019
at Henfield Hall

Present: Peter Bates, Paul Crowe (In the Chair), Hugh Daniels, Anthony Druce, Carol Eastwood, Ann Ellson, Leo Jago, Gillian Perry, Audrey Shaw, Sue Willis.

Apologies: Mike Ainscough, Ann Donoghue, Elaine Goodyear, Mike Morgan.

1.	Declaration of Interests. None.	
2.	Minutes of the Previous Meeting. The minutes of the meeting on 12 September 2019 were approved and signed by the Chairman.	
3.	Matters Arising. Item 3. The financial position regarding "Red Lion" is still not known, but a subsidy is likely to be payable. There is a balance in the Year of Culture account that is available. Item 4.3. The PC's new website may be a suitable place for the central diary. Item 9.2. The PC has agreed with the owner of the forecourt outside the former Barclays to be used for up to 6 charitable events a year for £100 p.a. for 5 years and £200 p.a. for 2 years. The Christmas tree can be sited there as well and Hawthorns vets will allow the use of their electricity supply.	
4.	Correspondence. 4.1. Fiona at Stokes is organising a Christmas shopping evening on 6 th December. Rushfields are also arranging something. 4.2. Paul is trying to establish closer relations with the Primary Care Network and St. Peter's School. The PCN has 2 social prescribers and Alex has been appointed for Henfield hopefully in conjunction with Connector Plus if funding is available after next April. 4.3. Paul has met Lynda Spain. HDC are trying to organise a "Kinder Living" exhibition "on the road" next year and it has been suggested that it be held in Henfield. 4.4. Hart do not wish to site another defibrillator in the phone box as there is one so close at Stokes.	
5.	Finance Report. 5.1. Keymer Haslam have confirmed their agreement to act for HCP. Once the VAT return for this quarter has been completed Audrey will notify Sage to end their contract. 5.2. The current balances are: Computer club £ 679 Main Account £ 2,261 The HDC grant has been received. Reserve Account £ 5,192 Projects (Summer Fair) £ 1,789 Any refund of VAT will go back to the PC. Year of culture £ 697 Invoices are due which should reduce the balance to about £500. 5.3. An account will be freed up for Sustainable Henfield 2030 and a representative appointed to be a signatory. Any expense is to be countersigned by an HCP signatory. 5.4 Audrey is setting up a simple petty cash system for expenses under £10. An expense over £10 needs pre-approval from the management committee. 5.5. The request to the PC for a grant of £750 is being considered next week	
6.	Action Plan. Leo has circulated an amendment which Paul will incorporate into the existing draft plan. Sustainability needs to be added as an issue. Ann D would like HAP to be integrated into the policy	Paul
7.	Sustainable Henfield. 7.1. A memorandum of understanding to provide	Anthony

	<p>administrative and banking support has been prepared and agreed. Anthony will provide Gillian with a copy of HPC's data protection policy.</p> <p>7.2. There are weekly pioneer group meetings and they are trying to set up a web-site.</p> <p>7.3. In January a repair café at the Haven is being started by the Shed.</p> <p>7.4. A group is trying to organise recycling for plastic that HDC will not currently take and an event to collect unused garden chemicals.</p> <p>7.5. There is to be a meeting at the Haven on 20 November.</p> <p>7.6. Various groups have carried out a lot of work on the Borrer Bank for the Year of Culture. The Prairie Garden has provided the second tranche of plants.</p> <p>7.6. The consumer group is working on the reduction in the use of plastic bags and is on Facebook.</p> <p>7.7. 5 new members have been recruited for HCP.</p> <p>7.8. A copy of their minutes will be circulated with HCP minutes.</p>	
8.	Frequency of meetings. It was agreed that, starting in January, bi-monthly meetings would be sufficient unless there was anything specific to discuss.	
9.	Parish Council. 9.1. There will be the usual remembrance day service. 9.2. WSCC is a net importer of waste and it is considering requiring identification evidence when visiting tips. 9.3. New cycle racks are to be installed in the Coopers Way and library car parks. 9.4. The PC are renewing the Commons action plan and sorting out the sewage problem at the Kings field. 9.5. The Sandy Lane appeal has been refused. 9.6. Work is continuing on the toilets..	
10	HDCPF. 10.1. Leo had circulated the minutes of the last meeting. The next would be on 6 November. 10.2. Blue plaques were being renovated. There needs to be a replacement at Stretham Manor. There is a plaque on Woodmancote parish hall which needs re-siting at the Church. There is also a small white plaque that needs to be recovered before the hall is disposed of.	
11.	AOB: 11.1. The Lloyds listening group met on Tuesday and met the new manager. It is disturbing to receive reports of rudeness towards the staff. 11.2. Articles on the Medical Link will be in the November magazines. 11.3. The Hall quiz will be on 23 November. 11.4. The November BN5 will have an article on Mayfields.	

Next Meeting

The next meeting will be at 7.00 p.m. on Thursday 14 November 2019 in The Committee Room Henfield Hall

Signed as a true and accurate record of the meeting:

Chairman:

Date signed: