

## Henfield Community Partnership Ltd

Minutes of the Management Committee Meeting held on 12 September 2019  
at Henfield Hall

**Present:** Lionel Barnard, Peter Bates, Mike Ainscough, Paul Crowe (In the Chair), Hugh Daniels, Anthony Druce, Leo Jago, Mike Morgan, Gillian Perry, Audrey Shaw.

**Apologies:** Carol Eastwood, Ann Ellson, Elaine Goodyear, Sue Willis.

<b>1.</b>	<p>1.1. Paul Crowe introduced himself as the new chairman. He noted with concern the reduction in membership of HCP but felt it still served a useful role. He wished to work on 3 things in particular: Improving communication about what HCP brings to the village and establishing good relations with the Parish Council. BN5 and the Hub; attempting to increase the membership; and supporting initiatives to make Henfield more sustainable.</p> <p>1.2. Mike M felt that communication was a common problem and the PC and Hall committee were struggling to get their messages across. He would introduce Paul to the HDC representative responsible for community partnerships. There will be an article in the October edition of BN5.</p> <p>1.3. Peter felt that there should be a complementary article in the Parish Magazine. It was in need of articles to balance the proportion devoted to church matters.</p>										
<b>2.</b>	<b>Declaration of Interests.</b> None.										
<b>2.</b>	<b>Minutes of the Previous Meeting.</b> The minutes of the meeting on 8 August 2019 were approved and signed by the Chairman.										
<b>3.</b>	<b>Matters Arising.</b> Item 4. The "Red Lion" was an excellent play but ticket sales were poor. The financial position is not yet known.										
<b>4.</b>	<p><b>Correspondence.</b> 4.1. Next year is the 75th anniversary of V.E. day and the bank holiday will be on 8<sup>th</sup> May. HDC is planning some events for that week. Is there anything HPC can add?</p> <p>4.2. Other anniversaries are; founding of St Peter's Church, 1250<sup>th</sup>, Cricket Club, 100<sup>th</sup>, VJ day 75<sup>th</sup>.</p> <p>4.3. It was noted that there was still no progress on establishing a central diary of future events to avoid clashes. Was this something the Hub could do?</p>										
<b>5.</b>	<p><b>Finance Report.</b> 5.1. The current balances are:</p> <table style="margin-left: 20px;"> <tr> <td>Computer club</td> <td style="text-align: right;">£ 679</td> </tr> <tr> <td>Main Account</td> <td style="text-align: right;">£ 1,239</td> </tr> <tr> <td>Reserve Account</td> <td style="text-align: right;">£ 5,191</td> </tr> <tr> <td>Projects (Summer Fair)</td> <td style="text-align: right;">£ 1,919</td> </tr> <tr> <td>Year of culture</td> <td style="text-align: right;">£ 697 – from which a payment may be due to subsidise the play.</td> </tr> </table> <p>5.2. The £1000 HDC grant should be received shortly. The PC has budgeted for a grant of £750 and Paul will contact them.</p> <p>5.3. Keymer Haslam has agreed to be HCP's accountant at a fee of £180 plus VAT for preparing the accounts. Paul and Audrey will draft a letter of appointment.</p> <p>5.4. Audrey will set up a petty cash system for incidental expenses. An expenses policy is outstanding.</p>	Computer club	£ 679	Main Account	£ 1,239	Reserve Account	£ 5,191	Projects (Summer Fair)	£ 1,919	Year of culture	£ 697 – from which a payment may be due to subsidise the play.
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<b>6.</b>	<b>Action Plan.</b> Everyone is asked to look at the draft action plan. It will be on the agenda for the October meeting with a view to signing it off in November. It is required to meet the objects of the company and to satisfy the requirements of the PC.										

7.	<b>Sustainable Henfield.</b> This project backed by a group of 20=30 people will be launched at a meeting in the Hall on Tuesday. It is an action group supporting big or small projects to reduce the carbon footprint. Sub groups will be looking at transport, land and bio diversity, and consumer matters. It was agreed that HCP would align with this group and provide administrative and banking support until it had the structure to be independent. Anthony would draft a memorandum of understanding.	
8.	<b>Frequency of meetings.</b> This would be on the agenda for the next meeting. It needs to be decided before the end of the year. One proposal was bi-monthly meetings unless there was anything specific to discuss.	
9.	<b>Parish Council.</b> 9.1. The refurbishment of the toilets will start on the 2 <sup>nd</sup> Monday in October and will take 12 weeks. 9.2. The former Barclay's forecourt is private land and is no longer available for community activities. The PC declined to make the payment requested by the owner. 9.3. The PC has applied for planning permission to extend the cemetery northwards. 9.4. The telephone box behind the toilets is to be removed. 9.5. Any vandalism should be reported. 9.6. The PC will be promoting a year of green action. Relevant groups which could help have ben identified through the HAP.	
10.	<b>AOB:</b> 10.1. HDC are preparing a series of trails and Mike will put the relevant ones on the Hidden Henfield website. He is also trying to establish a link with the PC site. 10.2. The Hall is holding its AGM on 19 <sup>th</sup> September in the Garden Room. 10.3. The Medical Link is in need of more volunteer drivers. 10.4. The appeal for the gipsy site on the Small Dole Road has been refused.	

### Next Meeting

The next meeting will be at 7.00 p.m. on Thursday 10 October 2019 in The Committee Room Henfield Hall

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

**Chairman:**

**Date signed:**