

# The Blackheath Village Society

## Draft minutes of the Committee Meeting held at “The Old Post Office” on Tuesday 23<sup>rd</sup> November 2010

Present:

Steve Brockwell	Penny Kirkwood
Paul Brodie	Nick Morris
Dave Grisley	Alistair Taylor (Chairman)
Nick Harrison (Secretary)	

Apologies: Alan Barlow, Julie Firth, Peter Herbert, Hamish Whiteman

### 1. Minutes

The minutes of the committee meeting held on 12<sup>th</sup> October 2010 were approved.

### 2. Matters Arising

There were no matters arising.

### 3. Trust Deed

(a) AT informed the committee that he had discussed the problem of the absence of a trust deed with the Charity Commissioners, who had advised that as the Society held no property other than funds in bank accounts (which were in its own name) it was unnecessary to have trustees or a trust deed at all, and the existing trustees could resign and not be replaced. It was agreed to follow this advice. NH will prepare a letter of explanation and form of resignation to each of the existing trustees.

**Action: NH**

(b) It was decided that a single file of the Society’s governing documents and important correspondence should be kept by the secretary. NH will contact Richard Williams and the past and present treasurers and obtain from them any such documents they hold.

**Action: NH**

### 4. Bank accounts

AT reported that he and AB had visited HSBC and completed the relevant bank mandate documentation.

### 5. Drainage

AT reported that Stephen Drewitt had had various discussions with Surrey Highways as a result of which it appeared that the problem of flooding on the road between the village and Barnett Hill was progressing towards a solution.

### 6. Village audit

AT reported that he had prepared and discussed a draft audit report with NM and SB and that it would be distributed to the committee within the next few days. Thereafter, it was intended that it be shown to Sarah Henderson and

then subject to any comments from her, distributed to the village for consultation.

**Action: AT**

## **7. Village website**

(a) AT reported that Simon Jones would shortly be updating information on the website and to discuss with him the addition of a notice board page on the website. It was agreed that where appropriate village e-mails should provide a link to relevant information on the village website to encourage use of the website. It was also agreed that it would be desirable if village e-mails could be sent from a village domain e-mail address. AT and (if available) NH to meet with Simon Jones.

**Action: AT, NH**

(b) NM requested that NH circulate to the village an e-mail giving residents a link at which they could vote for a faster broadband link for the village.

**Action: NH**

## **8. Traffic calming**

NM reported that an issue had been raised concerning the road narrowing in Littleford Lane, and that this was currently under consideration by Surrey Highways. NM will continue to liaise with Surrey Highways with a view to resolving this.

**Action: NM**

## **9. Christmas party**

AT reported that many acceptances were being received for the Christmas party. It was agreed that DG would issue invitations to certain people outside the village who had assisted with the fair.

**Action: DG**

## **10. Applications for funding**

The report of the donations sub-committee into bids for funding and its recommendations as to the donations which should be made (copy attached) were considered. The sub-committee's recommendations were accepted in full. AT will write to the applicants informing them of the result of their application. In the case of Wonersh and Shamley Green School an assurance will be sought that the funds provided will be specifically ring-fenced for the stated purpose.

**Action: AT**

## **11. Dates for the Diary**

Christmas party – Saturday 11 December 2010

Next meeting – Tuesday 15 February 2011

Nick Harrison  
Secretary