

Notes of Management Committee meeting at Sandy Acres on Sunday 11 May 2025

Present : Marian Fisher Ann Allaway Jean Swetnam Pam Ingram
 Claire Jones Peter James Paul Matthews Eunice Coneybeare

Also present : Stephen Fisher (who took the minutes)

The meeting began at 2.00pm and ended at 3.45 pm.

1 Apology

From Sharon Butcher who is on holiday in Devon.

2 Minutes of last meeting on 1.2.2025

These were agreed and signed as a correct record of the meeting

3 Matters arising

a. D of E bookings

- i. One further party is visiting next week which will be the last for this year. This year's experience was outlined (condition of toilets, graffiti &c). It is not clear who is in charge of these groups (teachers from schools represented or BXM staff only). These groups walk from Winchester to Sandy Acres (arrive around 3.0 pm) where they spent the night and leave around 10.0 am the next day. A group is generally made up of around 80 children and 6 adults.
- ii. After discussion it was suggested that for any visits next year there should be consistent contact with the BXM organiser for the groups visiting. A contract should also be drawn up for each group with provision for a deposit to cover the cost of any damage caused during such visits.

b. Metal container

- i. This has now been installed and has been painted and equipped with electrical connections and racking. It is fully operational and is an impressive addition to the site's equipment.
- ii. A further review can be carried out of items still in the loft to establish what may be worth keeping in the container and what can now be scrapped.

c. Badgers Lodge repainting

- i. The work done to date was welcomed: the interior looks very smart. There is more work to do but the painter is fully booked at present and a completion date cannot yet be determined. It would help if he could be told the dates when the building is free (so that he can work there if he is able to do so) and when there will be groups present in the building (when this will not be possible). He may be willing to look at the bookings on the website to see which days would be suitable.
- ii. It was noted that there have been no complaints regarding the changes to the showers and other work.

d. New Chairperson

- i. No developments and no response from Commissioners.

e. Trees and hedges

- i. Payment has been made for the cost (£2,400) of cutting down the pine tree. The cut timber has been left in place as requested and Paul will check that this remains in a safe condition, (at present on a slope). He will also continue with other tree work.
- ii. The general appearance of all the trees was appreciated in the day's bright sunshine and Paul was thanked for his work here.
- iii. He has also undertaken some new work on hedges around the site border on which he was commended. Someone from Sparsholt is to visit to discuss coppicing and other works (including the willow circle and the possibility of weaving the stems). Paul said he found such advice very helpful and he had benefited from lessons on these skills, the cost of which was very reasonable. There may be other suitable courses that he could attend.

4 Correspondence
Nil

5 Finance Report Ann Allaway

- i. Copies of the audited accounts for the year to 31 December 2024 were available to all the trustees and committee members present who approved the accounts unanimously.
- ii. Ann gave details of main developments from the accounting date up to the present.

6 Bookings Report Marian Fisher

- i. After a rather slow start early in the year there has been a sudden spurt which has included several evening events (an area we had hoped to expand) and several Guides bookings (mostly from groups further afield, rather than from Hants East). The summer months and also December were almost fully booked.
- ii. It is intended to close down bookings again in January and February.
- iii. Paul mentioned an item in the website bookings information which could be made clearer. (This was agreed in a short conversation after the meeting).
- iv. Whilst the intention to give priority to Guider bookings remains, it may occasionally be necessary to use some dates (not yet booked) for exceptional maintenance work where something needs to be done which would benefit the site as a whole.

7 Maintenance Peter James

- i. Replacement of Owls Hoot
This had been discussed generally before and it was noted that the roof would probably need maintenance work done anyway. It was agreed that a replacement building should be obtained within a provisional budget not to exceed £8,000 to £10,000.
- ii. Peter will establish what is available and at what price. There was a preference that the material should be wood (a form of plastic had also been considered): future maintenance needs would need to be considered.
- iii. The new building will be regarded as celebrating the 50th Anniversary of the purchase of Sandy Acres.
- iv. Clearing out Badgers Lodge loft was again mentioned – this could be part of the next maintenance day.

- v. Some campers have asked if it is possible to muffle the sound of the electric motor used by the septic tank. It was not thought that this made undue noise and it would be unwise to interfere with the system which is serviced professionally.
- vi. Carpet cleaning
Peter remarked on the very good result obtained by Ann in giving one bedroom carpet a good clean. Cleaning the existing carpets when time permits seems to be preferred to buying new carpets.

8 Property Paul Matthews

- i. Paul has recently obtained a shooting licence for target shooting (and also to shoot rabbits if they become too numerous – lead shot). Safety concerns can generally be met by putting a warning notice on the gate and stating that the field was private property. These and other steps were discussed and shooting by Paul at the site was agreed, subject to his producing copies of his certificate and insurance and making known the dates he expected to be shooting there.

9 Risk Assessments

- i. It was agreed that Marian should ask Stephanie Squires if she would find someone to bring these records up to date (or perhaps she might offer to do this herself)

10 Credit cards

- i. Use of credit cards for Sandy Acres. Liz Linkins was not in favour of this and Sandy Acres finances do not include on-line banking so checking on usage would be a problem. Waiting a month for the bank statements to check the BACS items with Guiders deposits and balance payments on their booking forms does slow down Marian's finalising of bookings but does not justify changing the banking methods.

11 Fire assembly points

- i. These need to be updated with 2 new lights to show the way to the assembly point and a new notice. Paul will pursue these items.

12 PAT tests

- i. Paul said he was willing to take the appropriate course so that he could deal with the regular testing checks.

13 Supporters group Pam Ingram

- i. A copy of Pam's report is filed with these minutes.
- ii. Pam is planning a further pamper Day on 4 October this year: further details will be available in due course.
- iii. Pam commented on a shortfall in payments of subscriptions to the Supporters Group and the failure of the County to pass on notices of events such as the Maintenance days. Marian said that she also sent details of Sandy Acres events to County, including requests for volunteers for Maintenance days, without success.

- iv. Eunice will check whether Trefoil members are kept informed of these matters.
- v. Pam will explore the possibility of asking a local Men's Shed group if they would be willing to help with suitable projects.

14 Souvenirs Pam Ingram & Claire Jones

- i. Two badges have been modified and the new versions are now available.
- ii. Stocks of badges and other items are going down and need to be replenished as the peak season for lettings will very soon be here.
- iii. The polo-shirt with the Sandy Acres badge is available and can now be bought direct from the manufacturers if required.

15 AOB Eunice Coneybeare

- i. A new photograph album is now in use and photos of recent activities and significant events would be welcome. Please send these to Eunice.
- ii. A photo of those present at today's meeting was taken.

16 Next meeting (CHANGE FROM DATE GIVEN AT THIS MEETING)

- i. Saturday November 8 Maintenance Day
- ii. Sunday November 9 Maintenance Day & Committee meeting 2.00 pm

Receipts and Payments (CCLA Account) Year Ending 31st December 2024

Receipts

From Current account	0.00
Interest	402.64

Expenditure

Transfer to current account

CCLA Bank Balance Brought Forward from 31.12.2023	7,858.60
Balance at 31.12.2020	<u>8,261.24</u>

Sandy Acres Management Committee

Statement of Assets and Liabilities Year Ending 31st December 2024

Cash and Bank Balances

Cash in Hand	0.00
Community Account Barclays 80706116	51,174.05
CCLA Account	8,261.24
Total of Bank Account Balances	<u>59,435.29</u>

Assets

Stamps and Stationery (Booking Secretary)	0.00
Land and Buildings	600,000.00
Capitalisation / Additions	0.00
Souvenirs in Hand	361.06
Total Assets (Assets plus Bank accounts)	<u>659,796.35</u>

Liabilities

Uncashed cheques	0.00
Booking Secretary Expenses	
Total Liabilities	<u>0.00</u>
Balance Carried Forward	<u>659,796.35</u>

The attached Receipts and Payments (and Statement of Assets and Liabilities) have been examined by myself and are in accordance with the books and vouchers. The receipts and payments as shown are, to the best of my knowledge, authorised transactions.

Signed:



01-05-25

Liz Hinkins

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