

Whaddon Village Hall and Recreation Ground Trust
3rd July 2023 at 8pm

Present: Anita Birch - Chair
Karen Coningsby – Secretary
Peter Haselden – Treasurer
Marine Boulter & Paula Tucker

1. Apologies for absence

Apologies were received from Steve Coningsby and Lee Ginger.

2. Declaration of Interest

There were no declarations of interest

3. Minutes of previous meeting

Minutes of the meeting of the 15th May were agreed and signed by Peter Haselden as he was stand in chair.

4. Matters Arising

- **Review of Trust Deed** –Parish council with to keep 2 appointed members. Noted an agreement by Trustees via email on 21st June that the AGM would be rescheduled to 4th September, due to requirement to hold Public Meeting re changes proposed changes to the Trust Deed. **AB**
- A public meeting will be held on 7th August at 7.30pm to present and vote on changes to the Trust Deed. **AB**
- AB advised that moving forward it is good practice to keep any resolutions separate from the original Trust Deed (in order that we are able to identify how the document has evolved over time). All resolutions should be submitted to the Charities Commission. Copies also to be provided the Parish Council. **AB/KC**
- **AGM – Hire Charges** – To be discussed and voted on at AGM. Currently we have local and outside village charge. Items for consideration, should we have a commercial rate and maybe have volume discount. Commercial those who pay VAT or a type of business. This is deemed as good practice and to ensure absolute transparency of any decisions that are made in relation to hire rate discounts. **AB**
- **Hallmark Status** - Anita Birch brought forward the suggestion of the Trust to consider Hallmark status. Agreed to consider this later after AGM.
- **Web Site** – Lee to update at next Trust meeting. **LG**

- **Jubilee Funding** – This has been put on hold for 5-6 month. Anita Birch reinforced the understanding that the monies that the Trust have in savings will not all be used, should our application be successful, and that further fundraising will be required to proceed with any major project.
- **Electric Charge point** – Parish Council awaiting feedback from Parish Plan to consider if this is something required by the village and will then work together with the Village Hall Trust to consider installation. Tonight’s Trustee were not very keen on the idea. This required more information. Parish Council are meeting on 10th July. **AB**
- **Online Playground quote** – All work has been completed.
- **Cleaner** – We have a cleaner Emma Reynolds. She has completed a deep clean on her the first visit. Trist agreed to review cleaners rate/hr at 2024 AGM to bring in line with Handyman rate.
- **Poo Bins** - Trustees feel that the positioning of the newly installed dog poo bin is not ideal between two cars as cars could be scratched and the trust would potentially be liable. Anita Birch to report to the Parish council. **AB**

5. **Correspondence** – No correspondence.

6. **Building, Lettings and Maintenance**

Garage – No discussion on the Garage. Peter Haselden to review figures after we have closed the accounts in March 2023.

Light & Alarm check

Lights and alarm checks have been checked.

Paint flaky around the eaves on the Village Hall. Some of the wooden parts are rotten. Steve Coningsby has scaffolding, and he will investigate. Karen Coningsby to chase Steve Coningsby up regarding this. **KC**

Action: Anita, Jonathan and Steve to assess the viability of the work being done by the Handyman or if we require contracted decorators. **AB/SC/ JB**

Energy costs – Energy rates are coming down but are still high. Village Hall temperature has been reduced to 15 degrees for the summer in both halls. **AB**

We need an update from Steven Coningsby re Energy Saving Survey. **SC**

Peter Haselden suggested that due to increase electricity cost being up that the hire charges need to be increased may to £8.50 villagers and £12.50 outside village. This will be discussed at the AGM.

7. **Playground**
No reports from Jonathan Burgess. Karen Coningsby to chase him up. **KC**

8. **Finance.**
£13,100 Income Expenditure as of March 23.
£9100 expenditure
We are in a healthy situation.
Peter Haselden to start looking at a charity account.

9. **Policies & Procedures on hold**

Production of policies is on-going:
Safeguarding – Karen Coningsby
Health & Safety - Anita Birch
Finance – Peter Haselden
Trustee Rolls & Responsibilities – Gabby Van Poortvliet has sent shortened version to all Trustees.

Due to work required on the Trust Deed, Trustees agreed to extend timescale for production of Policies and Procedures.

10. **Events**

Village Fete – 8th July 2-5pm. New Village Fete. Continue to ask family and friends. Royston Town Cryer to open Fete. The TENS license has been sourced.

11. **AOB** - AGM will be on the 4th September.
Parish Council requested copies of minutes and a copy for the Village website.
Dates for this year. **KC**

4/9/2023
6/11/2023
15/1/2024

Meeting finished at 21.00pm.
Date of next meeting 4th September 2023 at 8pm - AGM