

WORLINGTON VILLAGE HALL

DRAFT Minutes of the Village Hall Charity Trustee Meeting

Thursday 1st February 2024 in the Village Hall at 8.25pm

Charity No: 208949

Trustees present: Lesley Osborne (LO) – Vice Chair, Chris Hall (CH), Nick Foster (NF), Steve Foster (SF) and Alan Marshall (AM)

Present: Secretary – Joanna Priestley (JP)

ITEM

Action

- 1 Apologies for Absence**
EK and TF sent their apologies.
- 2 Approval of Minutes**
The minutes of the meetings held on 1st February 2024 were approved by the Trustees and signed by the Vice Chair. It was confirmed that the Cricket Club had not used the Hall for a meeting in January.
- 3 Village Hall Accounts/Bank Reconciliation**
Current account - 4,932.89 - Savings account - £0.38 as at 2nd April 2024
- | Online Payments/Standing Orders | | |
|---------------------------------|----------------------------------|------------|
| Payee | Subject | Amount (£) |
| Nick Foster | Caretaker's wages March 2024 | 60.00 |
| Denise Curtis | Cleaner's wages March 2024 | 30.00 |
| CAS | Village Hall Insurance | £561.95 |
| Joanna Priestley | February mileage expenses | 7.20 |
| West Suffolk Council | General Waste collection Invoice | 237.90 |
- 4 Petty Cash**
NF informed the trustees that there was another successful quiz and the petty cash balance stood at £916.93. It was agreed to put £500 in the savings account. **JP**
- 5 First Aid Kit**
LO confirmed she purchased a new kit it was used at the quiz night for a splinter!
- 6 Update on Bookings**
NF reported that a band had used the Hall twice for practice sessions. A birthday party was held in March and a few people used the online booking form but failed to proceed with payment or the booking. The lady holding the Francercise classes has sustained an injury and there will be no classes in the immediate future. The NHS will provide Covid boosters for anyone aged 75 or over at the Coffee Caravan on the last Friday of May, 10am to 2pm. The Coffee Caravan will continue to run every last Friday of the month. Another party is booked for April.
- 7 Future Events**
CH noted that quiz nights are an autumn affair and will recommence later in the year. A table top sale was floated but there had not been enough interest. LO suggested indoor bowls which is popular in other local villages. Equipment would need to be purchased and a club set up in the village. LO has asked Barrow if she can attend one of their sessions to find out further details. Equipment would cost £1,000 and

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locality funding could be sought. LO suggested reaching out to another club to advise or coach. It was agreed to look into carpet bowls.

LO explained the instructor was next available on 26th May to hold another line dancing event.

8 Piano

CH confirmed that EK collected the piano in February.

9 Clothing Bank

NF explained a company has approached him regarding a clothing bank. They provide the bank, collect the clothes once a month and the Hall would make 30p per kilo. The location of this bank was considered but there is no room by the bottle banks and it was not considered very a lucrative operation for the village.

11 Repairs and Purchases

11.1 Surge Protection

CH explained that surge protection is there to prevent lightning strikes that can hit anywhere in the vicinity and still overload the system at the VH. As CH has been asked to do the necessary electrical checks at the Hall, he recommends the surge protection, but if the trustees decide not to have this protection, a letter needs to be signed accepting the risks. The trustees agreed to proceed with the surge protection.

CH

11.2 Fire Point Fault

NF explained that one of the fire points was not working but the detectors are still fully operational. CH agreed to look into the fault but stated it might not be easy to find the source of the problem.

CH

11.2 Picket Fence

JP spoke to R H Landscapes last and they were trying to find a Saturday to install the new fence. They have not come back to JP but CH will speak to another member of their team and report back.

CH

Meeting Closed 8.50pm

Signed:

Date: