

**Minutes for Wadenhoe Village Hall Committee Meeting: 13 September 2023, 7pm
(serving the villages of Wadenhoe, Achurch, Lilford, Pilton,
Stoke Doyle and Wigsthorpe)**

Present: Nick Hollands (NH) (Chair), Nicola Guise (NG), Jan Lea (JL), Sylvia Neal (SN), Catherine Burbage (CB), Shaun Lynch (SL) (Secretary)
Apologies: Justin Clarke, Susan Groom,

1. Election of officers

Chair - Nick Hollands
Vice Chair - Shaun Lynch
Treasurer - Catherine Burbage
Bookings Clerk - Nick Hollands
Maintenance Clerk - Sylvia Neal
Secretary - Nicola Guise/Shawn Lynch
Car Parking - Nicola Guise
Committee members - Jan Lea, Sue Groom and Justin Clarke

An up to date Charities Commission Eligibility Form was completed by all committee members.

2. Minutes of the previous meeting (24th July 2023) and pending items

Minutes

The minutes were approved and distributed for posting on noticeboards

Signage

External signage has been changed as discussed to include RNLI wording

Charity Commission Report

The report has not been submitted pending any final queries/ audit spot-checks on the accounts

Use of Hall

Booking confirmation to be amended to clarify use of car park with the possible need to chain it off to restrict access for events. The confirmation would also note that hiring parties are responsible for rubbish disposal. **(NH)**

Sub-Committee

A sub-committee with responsibility for organising events of benefit to the villages had been proposed. **NG** to contact the residents concerned to gauge and confirm interest.

3. Village Hall Christmas Event

The event will be held on 9 December. It was agreed to replicate the successful format of last year. The same catering company and band have been confirmed. It was agreed that a finger buffet would be offered.

The Committee agreed that, once again, the event would be free of charge to residents. This was based on the sound financial position of the Hall accounts including the strong

ongoing income stream generated from the car park. The Committee agreed that such an event was consistent the Charity's mandate of 'improving the conditions of life' of villagers.

NH would produce the flyer and indeed confirm the terms of the Hall's liquor licence

4. Financial Update from Treasurer

CB confirmed that there have been no material expenditures since the last meeting. The latest TPS parking payment is outstanding. Ytd parking revenues are circa £6k – income was adversely affected by the wet July.

The Committee agreed that the Parish Council would not be charged for use of the Hall for its meetings.

5. AOB

The Committee agreed to renew the membership to Northamptonshire ACRE (Action with Communities in Rural England) for circa £70. The organisation is a good source of information and constructive advice.

NH would explore acquiring an official portrait of the King for the Hall.

SL indicated that hard copy bank statements are still being sent to the home of a previous Committee member. CB to follow up – fully paperless is preferable.

6. Date of Next Meeting

Wednesday, 1 November 2023

Pending items

- CCR would be submitted to the Charities Commission **(NG)**
- ___Events sub-committee to be explored with two interested parties. **NG** to contact the residents concerned to gauge and confirm interest.
- ___Portrait of the King for the Hall – **(NH)**
- ___**CB** to confirm bank statements dispatch.
- ___**NH** to confirm terms of the Village Hall liquor licence