

Tibshelf Parish Council

**Minutes of the Meeting of the Village Hall Management Committee 13TH June 2023
held at the Village Hall.**

Present: Cllrs A Beckett, J Gilbody, B Jones, L Kingscott, H Varney, M Ward, S E Wood, W Kingscott, P Ward and C Whitehead.

In attendance: Rachel Tattershaw-Parish Clerk, Sharon Metcalfe-Administration Assistant.

VH0623/82 To elect a Chair for the forthcoming year

Cllr L Kingscott nominated Cllr SE Wood as Chair and Cllr A Beckett seconded. No other nominees. All in favour.

VH 0623/83 To elect a Vice-chair for the forthcoming year

Cllr A Beckett nominated Cllr H Varney as Vice- chair and Cllr S E Wood seconded. No other nominees. All in favour.

VH0623/84 To appoint new Committee members

Cllr A Beckett nominated C Whitehead and W Kingscott join the committee, as users of the hall. No other nominees. All in favour.

VH0623/85 Apologies for Absence

None.

VH0623/86 Declaration of Members Interests

Cllr S E Wood – items 9d and 9h.

W Kingscott- items 8b,9c & 9g.

Cllr L Kingscott--items 8b,9c & 9g.

C Whitehead- 9h.

VH0623/87 Public Speaking

Cllr A Beckett suggested wildflowers are planted in the village hall grounds around the edges/borders. A discussion took place, and it was agreed to add onto the agenda 9 January 24.

VH0623/88 Confidential Items

None.

VH0623/89 To resolve to accept the minutes of the VH meeting held on 18th April 23, as a true and accurate record

Cllr A Beckett moved, and Cllr R Vaughan seconded. All in favour.

VH0623/90 To consider Village Hall matters

a) To consider a brass band summer concert in the Village Hall

- To be held Thursday 20th July 23, 7pm to 9pm.
- Tickets £1 – to go to Tibshelf Junior Band – CPO to design, office to print and sell.
- Refreshments and raffle to be run by the Committee and proceeds to go to the VH.

b) To approve holding up to 2 events per month to raise funds for the Village Hall

Cllr S E Wood moved, and C Whitehead seconded. All in favour. This is in addition to the current bingo night. To be discussed in advance with the Clerk to ensure risk assessments are in place.

c) To consider local businesses using the Village Hall railings to advertise

A discussion took place. The clerk is to approve the banners, location, and the timeframe up to a maximum of 6 months. Cllr J Gilbody moved, and C Whitehead seconded. All in favour.

d) To consider the ongoing need for the stage in the Village Hall

After a lengthy discussion, Cllr L Kingscott moved and Cllr J Gilbody seconded for the stage to be disposed of. The Clerk to establish the value of the stage and arrange advertising. All in favour, except Cllr M Ward who abstained and P Ward who was against.

e) To consider a dedicated Village Hall Facebook page

Cllr A Beckett moved, and Cllr S E Wood seconded to have a dedicated VH Facebook page. All in favour. The CPO to design in liaison with VH Committee members.

f) To note sign up for a free water efficiency audit

The information was noted.

VH0623/91 Financial

a) To note Receipt and Payments Apr – May 23

The information was noted.

b) To note bar Income and expenditure as of 31 May 23

The information was noted.

c) To consider and approve the purchase of a glass washer and agree a spending limit of up to £1000

It was agreed to purchase a brand-new glass washer up to £1000. Cllr S E Wood moved, and Cllr M Ward seconded. All in favour. W Kingscott is to give details of product to the Clerk, for her to arrange purchase.

d) To consider the following FOC events for Kids Activities fund raising

- i. 1st June Kids activity morning.
- ii. 17th June Craft Fair.
- iii. 2 kids prize bingo sessions in the 6 weeks holidays.

A discussion took place. It was agreed that I & II be given FOC, and that Activities for Kids would apply to the Full Parish Council for a grant to fund VH booking fees for the year. Cllr J Gilbody moved, and Cllr L Kingswood seconded. Item III is a payable booking.

e) To appoint cheque signatories for the Village Hall accounts

All agreed to be appointed as cheque signatories.

f) To authorise the Administration Assistant to carry out online banking payments to suppliers

Cllr A Beckett moved and Cllr L Kingscott seconded. All in favour.

g) To consider an additional recycling burgundy bin for bar waste at a cost of £311.22 per annum

C Whitehead moved to approve this cost and Cllr M Ward seconded. All in favour.

h) To consider a request from Cllr S Wood to host a games afternoon FOC, for two sessions, to gauge interest

It was agreed this is a PC event. The Clerk is to put on the July PC agenda to request approval. Cllr J Gilbody moved, and Cllr M Ward seconded. All in favour.

i) To consider repairs required to the Village Hall flooring

No quotes were available in time for this meeting. A discussion took place. It was agreed to await quotations for repairs and full floor replacement, then a meeting will be called. Cllr J Gilbody moved, and Cllr S E Wood seconded. All in favour.

j) To note the internal audit examiners report, year ending 31 March 2023

The information was noted.

k) To approve a debit card holder.

Cllr A Beckett agreed to be the card holder. Cllr S E Wood moved, and Cllr B Jones seconded. All in favour.

l) To approve an authorisation procedure and spend limit of the debit card by the administration assistant for Village Hall purchases.

A spend limit of £250 was set. Cllr J Gilbody moved and Cllr L Kingscott seconded. All in favour.

The meeting closed at 8.33pm.