

Date: 5th March 2025

To: The Trustees of Tibshelf Village Hall

You are summoned to attend the Annual Meeting of the Trustees of Tibshelf Village Hall to be held on Tuesday 11th March 2025 at 6.30pm at the Village Hall.

Rachel Tattershaw

Clerk to the Council (theclerk@tibshelfparishcouncil.gov.uk)

AGENDA

1. **To elect a chair for the forthcoming year.**
2. **To receive apologies for absence**
3. **Declaration of Members' Interests**
4. **To note the Village Hall Governance Document registered with the Charity Commission and an update from the Clerk on the roles of the Trustees of Tibshelf Village Hall and Tibshelf Village Hall Management Committee – governance document attached.**
5. **To note the Village Hall Finance Report – report attached.**
6. **To note the Village Hall Charity Commission Annual return for 2023-2024 has been submitted.**
7. **To approve the Trustees Annual Report – report attached.**
8. **To consider village hall maintenance and any repairs or renovations required.**
9. **To approve the Village Hall Management Committee Terms of Reference for 2025 – draft attached.**
10. **To approve the Village Hall Finance and Reserves Policy and Procedure – document attached**
11. **To adopt a Village Hall Complaints Policy – document attached.**
12. **To adopt a Village Hall Safeguarding Policy – document attached.**
13. **Any other business.**
14. **To confirm date and time of the next meeting**