

Minutes of the Meeting of the Trustees of Tibshelf Village Hall held on Tuesday 11th March 2025 at 6.30pm in the Village Hall.

Present: Cllr A Beckett, Cllr J Gilbody, Cllr H Varney, Cllr M Watkinson, Cllr D Rutland, Cllr R Vaughan, Cllr L Kingscott, Cllr S Wood and Cllr G Foley.

In attendance: R Tattershaw (Parish Clerk).

TTVH001 To elect a chair for the forthcoming year.

Cllr Beckett asked for nominations for the position of Chair.

Cllr Beckett nominated Cllr Kingscott, seconded by Cllr Gilbody.

Cllr Foley nominated Cllr Vaughan, seconded by Cllr Varney,

A vote was taken for Cllr Kingscott: 2 in favour, 6 against.

A vote was taken for Cllr Vaughan: 8 in favour, 0 against.

TTVH002 To receive apologies for absence.

Apologies received from Cllr Ward.

TTVH003 Declaration of Members' Interests.

None received.

TTVH004 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.

The Clerk explained the Village Hall Governance Document and Trustees responsibilities under the Charity Act 2011, including the requirement to hold annual Trustee meetings to oversee governance and finance.

TTVH005 To note the Village Hall Finance Report

The report was noted and discussed. (Appendix TTVH005A).

TTVH006 To note the Village Hall Charity Commission Annual return for 2023-2024 has been submitted.

Noted.

TTVH007 To approve the Trustees Annual Report.

It was moved by Cllr Beckett, seconded by Cllr Gilbody, and **RESOLVED** unanimously to approve the Trustees Annual Report for 2023-2024. (Appendix TTVH007A).

TTVH008 To consider village hall maintenance and any repairs or renovations required.

It was agreed to defer this item to the next meeting.

TTVH009 To approve the Village Hall Management Committee Terms of Reference for 2025.

It was moved by Cllr Beckett, seconded by Cllr Wood, and **RESOLVED** unanimously to approve the Village Hall Management Committee Terms of Reference for 2025.

- 1. To approve the Village Hall Finance and Reserves Policy and Procedure** – document attached
- 2. To adopt a Village Hall Complaints Policy** – document attached.
- 3. To adopt a Village Hall Safeguarding Policy** – document attached.
- 4. Any other business.**
- 5. To confirm date and time of the next meeting.**