

Date: 10th September 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 16th September 2025 at 6.15pm** at the Village Hall.

Rachel Tattershaw

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

AGENDA

1. To receive apologies for absence.
2. Declaration of Members' Interests.
3. To approve the attached minutes of the Village Hall Trustee Meeting held 15th July 2025.
4. To note the attached budget figures and a village hall capital and reserves balance of £15,087.77 as at the end of August 2025.
5. To approve an amendment to the attached Finance and Reserves Policy and Procedures authorising the Administration Assistant to process payments to the Parish Council for the reimbursement of regular staff salary and/or utility bills, and to note the financial implications to the 2025-26 budget.
6. To approve the attached Village Hall Bar Operations and Governance Policy.
7. To approve the attached Village Hall Volunteer Code of Conduct.
8. To consider accepting the attached constitution of Tibshelf Taekwondo Club for reduced Village Hall hire fees.
9. To consider delegating the approval of village group constitutions to the Village Hall Management Committee.
10. To consider making an application to the Village Hall Inspiration Award – document attached.
11. Any other business.
12. To confirm date and time of the next meeting.