

**DRAFT Minutes of the Meeting of the Trustees of Tibshelf Village Hall held on
Tuesday 16th September 2025 at 6.15pm in the Village Hall.**

Present: Cllr R Vaughan (Chair), Cllr A Beckett, Cllr J Gilbody, Cllr H Varney, Cllr M Watkinson,
Cllr D Rutland, Cllr S Wood, Cllr M Ward and Cllr B Jones.

Absent: Cllr G Foley

In attendance: R Tattershaw (Parish Clerk).

TTVH029 To receive apologies for absence.

Apologies received from Cllr Kingscott.

TTVH030 Declaration of Members' Interests.

None received.

TTVH031 To approve the minutes of the Village Hall Trustee Meeting held 15th July 2025.

It was moved by Cllr Beckett, seconded by Cllr Watkinson, and **RESOLVED** unanimously to accept the minutes as an accurate record.

TTVH032 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.

Noted.

TTVH033 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.

It was moved by Cllr Beckett, seconded by Cllr Gilbody to approve the amendment to the Finance and Reserves Policy and Procedure authorising the Administration Assistant to process payments to the Parish Council for the reimbursement of regular staff salary and/or utility bills, and to accept the financial implications to the 2025-26 budget.

A vote was taken: **8 in favour, 1 abstention.**

TTVH034 To approve the attached Village Hall Bar Operations and Governance Policy.

It was moved by Cllr Watkinson, seconded by Cllr Harvey, and **RESOLVED** unanimously to approve the Village Hall Bar Operations and Governance policy.

TTVH035 To approve the attached Village Hall Volunteer Code of Conduct.

It was moved by Cllr Beckett, seconded by Cllr Wood and **RESOLVED** unanimously to approve the Village Hall Volunteer Code of Conduct.

TTVH036 To consider accepting the attached constitution of Tibshelf Taekwondo Club for reduced Village Hall hire fees.

It was moved by Cllr Gilbody, seconded by Cllr Wood and **RESOLVED** unanimously to accept the Tibshelf Taekwondo Club constitution for reduced Village Hall hire fees.

TTVH037 To consider delegating the approval of village group constitutions to the Village Hall Management Committee.

It was moved by Cllr Beckett, seconded by Cllr Wood and **RESOLVED** unanimously to delegate approval of village group constitutions to the Village Hall Management Committee.

TTVH038 To consider making an application to the Village Hall Inspiration Award.

It was moved by Cllr Wood, seconded by Cllr Varney, and **RESOLVED** unanimously to make an application for a Village Hall Inspiration award.

TTVH039 Any other business.

Cllr Wood suggested a joint event with Sam Wood and Cllr Gilbody to raise funds for the Village Hall. Cllr Gilbody to investigate BDC funding to support the ongoing maintenance of the Village Hall.

TTVH040 To confirm date and time of the next meeting.

Tuesday 20th January 2026 – time to be confirmed.

DRAFT