

Minutes of Tibshelf Village Hall Management Committee 04/26 held on Tuesday 22nd September 2026**Councillors Present:** Cllr S Wood(Chair)), A Beckett, J Gilbody and H Varney(Vice-Chair).

Committee Members: W Kingscott Redfern and P Ward.

In attendance: Mrs. G Culverwell (Parish Clerk & RFO)
Mrs. S Metcalfe (Administration Assistant)
Mr. M Scarborough (Communications and Projects Officer)**Non attendance:** None.

04-26.1 Apologies for absence and acceptance of reasons given to the Clerk prior to the meeting
None.

04-26.2 Consider co-option of community representatives on the village hall management committee
It was **Resolved** to accept co-option of W Kingscott, Z Refern and P Ward onto the Village Hall Management Committee.

04-26.3 Receipt of any Declarations of Members Interest under the Localism Act 2011

Cllr Wood declared an interest in item 11, minute no 04-26.11.
No other new declarations were made.

04-26.4 Minutes of the Extra Ordinary Village Hall Management Committee meeting held on 1st September 2026 to be approved
It was **Resolved** to accept the minutes of the draft Extra Ordinary Village Hall Management Committee meeting held on 1st September 2026 as a true record of the meeting and were signed as the Minutes of that Meeting accordingly.

04-26.5 Public Speaking, County and District Councils reports and Police report if in attendance. (A period of not more than fifteen minutes will be made available for members of the public and Members of the Council to comment on any matter)
None.

04-26.6 Correspondence and Clerk items
Actions from the last meeting were noted.

04-26.7 Chairs Items
The Chair thanked Councillors, Committee members and volunteers for supporting the running of the village hall.

04-26.8 Financial Matters:

- Approve schedule of payments 1st- 30th June 2026, 1st-31st July 2026 & 1st - 31st August 2026.
Members received the schedule of payments from 1st June -30th June 2026, 1st-31st July 26 & 1st-31st August 26 (Appendix to these minutes) examined and signed by Cllr Wood.
It was **Resolved** that the June 26 expenditure of £ 4874.29 be approved.

It was **Resolved** that the July 26 expenditure of £ 5082.39 be approved.
It was **Resolved** that the August 26 expenditure of £1781.42 be approved

- To note the combined balance of current and reserve accounts for June 26-£38,247.33, July 26-£37,156.25, August 26-£38,242.69. (Appendixs to these minutes examined and signed by Cllr Wood).
- To note the Budget summary sheet Apr-Aug 26
Members noted the Budget summary sheet income and expenditure report by budget heading against the percentage target.
A request to display the monthly income and expenditure, with a running total at the end will be implemented moving forward.

04-26.9 Note the updated bar prices as at the 1st September 2026

Cllr Beckett will share the spreadsheet of the current bar prices with all.

04-26.10 To note the Charity commission annual return

The information was noted. The Administration Assistant will now submit the Annual Return to the Charity Commission online.

04-26.11 Consider recommendation from the Events Committee, on the 1/9/26, to agree to pay the DJ fee of £300.00 for the VH New Years Eve party

Cllr Wood left the room at 7.26pm.

It was **Resolved** to pay the DJ Fee of £300.00 for the VH New Years Eve party, after the event has taken place.

Cllr Wood returned at 7.28pm.

04-26.12 Consider options for operating the bar using volunteers and agree any further action

No action.

04-26.13 a) To consider quotes for the Village Hall car park

The CPO presented 1 quote. He was asked to bring back additional quotes to the next meeting and establish if the car park works can accommodate the large oak tree.

It was **Resolved** for the CPO to apply for available grants, including Morrisons.

b) To consider quotes for the new terrace furniture using £500 of available

This item was deferred until the January meeting. The CPO is also to provide detailed specifications of each option.

c) To consider a project for the Bolsover Community & Place Grant

It was **Resolved** for the CPO to apply for a grant to purchase seating, external LED screen and landscaping the rear garden area.

The Clerk is to ask the insurance company if our policy will insure the LED screen.

d) To receive an update on the Marketing Strategy

i) To approve the spending of £92.61+VAT on advert for Voice Magazine

It was **Resolved** to spend £92.61 + VAT, using the current design.

ii) To consider Business Referrals

The CPO is to research how other village halls operate and bring back findings to the next meeting.

iii) To consider rolling jackpot scheme

This item has been deferred.

04-26.14 Consider the fire doors and associated costs for further repairs and how to proceed

It was **Resolved** for the Admin Assistant to contact Trading Standards for advice. She will then send a compliant to the Fire Door contractor setting out terms required to rectify the fire door repairs at no additional cost and only pay the bill once the fire doors have

been certified.

04-26.15 Consider the costs of either removing the meeting room or refurbishing the meeting room making it more habitable

The Admin Assistant is to obtain 2 further quotes for both the removal and refurbishment of the meeting room for the next meeting.

The Ranger is to take photos of the storage unit to send to Cllr Gilbody to gauge interest on Marketplace of a private sale. The Clerk is to establish what are the PC liabilities and costs of a private sale and bring back to the next meeting.

04-26.16 Review the storage options in the village hall including the current stored items, any re-location, and associated costs

Standing orders were moved at 9.00pm.

Members **Resolved** to extend the meeting by 15 minutes

It was **Resolved** for the Councilors and Committee members to arrange to move the storage shelving required into the back storage area behind the kitchen, then arrange for items to be moved into here before work commences, installing the double doors from the hall into the larger storage area.

It was **Resolved** to accept the quote as per the spec for the double doors of £1980.00 inc VAT from Harrabelle Building. The contractor will decide the best location on the wall that backs onto the large rear storage area. The doors are to open into the hall.

04-26.17 Consider a course of action regarding the crack in the wall, in the kitchen, which is increasing

Standing orders were moved at 9.15pm.

Members **Resolved** to extend the meeting by 15 minutes.

It was **Resolved** to have a weekly monitor sheet and bring back to the next meeting.

04-26.18 Consider the cleaning of the hall floor by company that installed the floor

This item was deferred.

04-26.19 Item removed

04-26.20 Consider parking the council van at the side of the hall, due to losing the current spot

It was **Resolved** to do this following re-angling of the camera. The Clerk is to bring quotes back to the next meeting for making the ground suitable for parking.

04-26.21 Note the current regular user/hirers, as stated below:

- Taekwondo - Mon evenings
- Winter Warm Bank – Tues pm.
- Staffa Baby Clinics - 1st Wednesdays pm.
- Line Dancing – Wednesday evenings
- Tibshelf Band – Thurs evenings.
- BDC- Chair based class - Fri pm.
- Darts/Dominoes – Fortnightly on a Friday.
- Bingo- Sunday evenings.

The Chair pointed out Tibshelf Tots is not on this list. This item is to be removed from the agenda and only new information for regular hirers will be brought to the meetings.

04-26.22 Note the additional VH bookings which have taken place for June, July and August

The information was noted.

04-26.23 The Committee are recommended to resolve members of the press and public are excluded from the meeting during consideration of the following agenda items by reason of the confidential nature of the items of business to be transacted in accordance with the Public Bodies (Admission to Meetings) Act 1960, s1, by reason of the confidential nature of the following business

04-26.24 Review the cleaning of the village hall and how best use of cleaning can be achieved

It was **Resolved** to make no changes to the current arrangements.

04.26.25 Confirm date and time of the next meeting

Next Meeting Tuesday 3rd November at 7.00pm

Meeting finished at 21.29-pm

Actions from this meeting

Item No:	Action	Allocated to	Date to be completed by
04-26.8	A request to display the monthly income and expenditure, with a running total at the end will be implemented moving forward.	AA	From September accounts
04-26.9	To circulate the bar spreadsheet to the Committee members and the Admin Assistant.	Cllr Beckett	ASAP
04-26.10	To submit the annual return to the Charity Commission.	AA	ASAP
	It was Resolved to pay the DJ Fee of £300.00 for the VH New Years Eve party, after the event has taken place.	AA	January 27
04-26.13	The CPO to bring back additional quotes to the next meeting and establish if the car park works can accommodate the large oak tree.	CPO	26.10.26
	The CPO to apply for available grants, including Morrisons. The CPO is also to provide detailed specifications of each option.	CPO	Immediately
	The CPO to apply for a grant to purchase seating, external LED screen and landscaping the rear garden area.	CPO	Immediately
	The Clerk is to ask the insurance company if our policy will insure the LED screen.	Clerk	ASAP
	To arrange placement of an advert in the Voice Magazine	CPO	ASAP

	The CPO is to research how other village halls operate and bring back findings to the next meeting.	CPO	27.10.26
04-26.14	The Admin Assistant to contact Trading Standards for advice. She will then send a compliant to the Fire Door contractor setting out terms required to rectify the fire door repairs at no additional cost and only pay the bill once the fire doors have been certified.	AA	ASAP
04-26.15	The Admin Assistant is to obtain 2 further quotes for both the removal and refurbishment of the meeting room for the next meeting. The Ranger is to take photos of the storage unit to send to Cllr Gilbody to gauge interest on Marketplace of a private sale. The Clerk is to establish what are the PC liabilities and costs of a private sale and bring back to the next meeting	AA Ranger Clerk	27.10.26 ASAP 27.10.26
04-26.16	The Councilors and Committee members to arrange to move the storage shelving required into the back storage area behind the kitchen, then arrange for items to be moved into here before work commences, installing the double doors from the hall into the larger storage area. To instruct Harrabelle Building to install the double doors from the hall into the large storage area.	Councillors and Committee members AA	ASAP ASAP
04-26.17	To organise a weekly monitoring sheet for the crack in the kitchen wall.	AA	ASAP
04-26.20	To organise re-angling of the camera at the side of the hall,near the bins. The Clerk is to bring quotes back to the next meeting for making the ground suitable for parking.	RANGER Clerk	WHEN VAN IS RE-LOCATED. 27.10.26