

ZEALS PARISH COUNCIL VILLAGE HALL COMMITTEE

Minutes of a meeting of the Village Hall Trustees and Management Committee

Held on Thursday 23 May 2024 commencing at 7.25 pm.

Present: Cllrs C Spencer, (Chairman), J Gray, P Thomas, D Corbin, M Gibbons, L D'Ambrumenil and Cllr Jeans (Wiltshire Council), Mrs F Hill (Clerk)
Committee members Mrs S Colbourne (Chair of Village Hall Committee), Willicia Whiting (Treasurer), Diana O'Malley
4 Members of Public

ZPC 24/1 Apologies: Cllr A Patch

ZPC 24/2 The minutes of the Village Hall and Management Committee Meeting held on 23 January 2024 were approved.

ZPC 24/3 Village Hall Chair's Report.

The chair gave a report to the meeting. The coffee mornings are well attended with many positive comments. The hall continues to be hired out regularly including parties and funerals. The recent polling went well although the communication regarding the booths could have been improved.

The Chair has received the proposed service agreement which she has passed to the clerk. The front door to the hall has been painted and looks much better.

The chair then announced that she will be stepping down from the position of chair due to her commitment to many other time-consuming roles but will remain on the committee.

Cllr Spencer thanked the chair for all her hard work and commitment to the hall. It was noted that we will not have a chairman for the foreseeable future as no-one on the current committee wishes to take on the role. It was noted that the chair was not expected to stay and run all the events.

ZPC 24/1 Finance report.

The Treasurer gave her report:

Year-end figures for 31/3/24

Current account £15,422 with £10,723 in the deposit.

Coffee Mornings - £1902

Hirings £5596

She has changed the banking over to internet banking which has improved things.

There is new wifi in the hall

The music license was expensive but the hall must have one.

Total profit for the year was £2557.

ZPC 24/2 State of Roof and Building

The Clerk confirmed she had given the go ahead to Lyme Repairs, but they had to wait for a sustained period of dry weather to be able to start.

ZPC 24/3 Charity Commision

The system for logging accounts has changed and although the Clerk has tried to access the website with the old account details it will only accept instructions from one of the named trustees. Cllr Spencer will ring them and change the details to the generic clerk's email and she will add a new generic email for the hall treasurer to prevent this happening in the future. Once confirmation is received the treasurer can upload the accounts for last year.

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ZPC 24/4 Any Other Business

Cllr Spencer will ask Gary Thomas to clean the gutters of the hall.

ZPC 24/5 Date of next meeting

Thursday 26 September 2024

The meeting finished at 7.45pm

DRAFT