

# WORLINGTON VILLAGE HALL

## DRAFT Minutes of the Village Hall Charity Trustee Meeting

Thursday 5<sup>th</sup> February 2026 in the Village Hall at 7.30pm

Charity No: 208949

**Trustees present:** Brian Fry (BF) - Chairman, Lesley Osborne (LO), Tim French (TF) and Nick Foster (NF)

**Also present:** Secretary – Joanna Priestley (JP), Tina Maynard and Sue French (Friends of Worlington Village Hall - FOW)

ITEM		Action
1	<b>Welcome and Apologies for Absence</b> JP welcomed everyone to the meeting. There were two members of the public in attendance. Apologies received from Steve Foster (SF).	
2	<b>Approval of Minutes</b> The minutes of the meeting held on 4 <sup>th</sup> December 2025 were approved by the Trustees and signed by the Chair.	
3	<b>Update from Friends of Worlington VH</b>	
3.1	<b>Bookings</b> Sue French explained that there had been instances where the Cognito form had been completed for a booking but no money received and they had been left holding the booking open and chasing to find out that the hirer had changed their mind. Sue asked that the website be changed to explain that hirers must be sure about their booking before filling in the form to avoid a conflict of bookings. TF to look at the website and amend this.  Sue reported that since December there had been quite a few parties and a new regular booking for Yoga on a Monday and Tuesday evening for an hour. Tina Maynard explained that this would be charged at £12 per hour for four weeks as an introductory offer and £15 thereafter. Sue continued that the Ancestry Club is being held every six weeks and the book club once a month, both of which were proving popular. Chair yoga and rock choir continue weekly.  Sue reported that the recent games night had a disappointing turnout mostly due to the weather and short notice advertising.  Tina explained that they had received £76 for two Cricket Club meetings, £46.50 from the book club, £50 from the Ancestry event, and £30 for the Yoga sessions. Outgoings were £13.30 on tuck shop stock and £32.65 on signs in the Hall. A total of £165.30 had been raised, plus the December quiz raised £435.	TF
3.2	<b>Future Events and Bookings</b> Tina stated that the next quiz night is on Friday 13 <sup>th</sup> February and she had secured some excellent raffle prizes from local retailers. Tina confirmed that she will ensure that donors will receive a thank you letter once the amount money raised has been established and leaflets for those businesses will be available at the quiz.  Tina continued that a Table Top Sale to be held on 22 <sup>nd</sup> February was now fully booked with teas, coffees and cakes provided for customers on a donation basis. BF to see if Mulleys can put adverts inside buses to help promote the hall's events.  Tina concluded that they were planning an Easter wreath making event and a summer party was in pipeline.	BF

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### 3.3 Funding update

Sue explained that their grant application for the Thriving Communities Funding was declined. This is disappointing given the amount of work involved in preparing the application. WSC have been asked for feedback on why the application was unsuccessful but no response has been received from WSC to explain further.

Cllr David Taylor (DT) of WSC offered a grant last year for this equipment but FOW had not heard back from him this year. Tina explained that, with two tables, a club can be formed and requested funding from the Trustees for this of approx. £500. BF suggested getting a final answer from DT first. BF will speak to DT next week. LO asked about Fit Villages and Sue explained this is not preferable as you have to buy the equipment through them and hold a free session each week and this poses the issue of the free event being more popular than the paid one. FOW would rather buy the equipment and be free of conditions. NF asked if a second hand one would be adequate and it was agreed that this would be fine if it was in good condition. NF asked about prices and how long it would take to pay off the purchase. A discussion was had about the potential of setting up a league and it was agreed that, at £5 per entry, a table of £500 could be paid off within a year. NF asked about interest and FOW suggested there was quite a bit of interest in the first table. LO looked up clubs in the area and there is a league in Bury with 40 teams in the wider Anglia area. BF proposed speaking to DT first and if he is unable to help, purchasing a table tennis table and equipment from VH funds. This was agreed.

BF

BF explained that he has applied for Community Capital funding of £2,500 topped up by PC to replace the four remaining windows in the hall.

## 4 Finances

### 4.1 Account Balances

JP explained that the balance of the current account as at 4<sup>th</sup> February was £8,376.64. The savings account stood at £546.22. JP noted that Lloyds were now taking a service charge of £3.17 per month.

### 4.2 Payments for Approval

Regular payments to cleaner and for water and electricity had gone out and oil had been delivered to the Hall last week and the invoice paid.

### 4.3 Petty Cash

JP confirmed that the petty cash balance as at 4<sup>th</sup> December 2025 was £189.74. Tina handed £404.30 to JP and took £200 in £1 coins to keep as a float for the quiz night. JP to pay in the remainder.

JP

### 4.4 Card reader machine

JP explained that she had applied for a card reader machine but only BF had received an email to sign the electronic agreement. JP to call Lloyds next week but due to her level of access, BF may have to do this.

JP/BF

## 5 Electricity/Smart Meter update

JP explained that, although the supplier had moved the billing date forward one day to be able to receive the smart meter reading in time for the bill to be calculated

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correctly, she was still receiving requests for meter readings. British Gas are having issues with this and are looking into it.

### 6 Fire Safety Requirements

BF confirmed that the correct fire extinguishers have been purchased and were in the correct locations with the spare paper extinguisher kept in the store room.

### 7 Repairs and Maintenance

TF explained that the radiator was not working in the kitchen but Steve has resolved this. FOW asked if the tea trolleys were also blocking the radiator and the Trustees would consider if these were still needed.

ALL

SF had confirmed to TF that he was unable to loosen the tap in the gents and a plumber was needed to do this and potentially install a new sink in the gents. JP to liaise with SF to organise this. NF asked if the Trustees would consider refurbishing the gents. TF said we need to create a wish list for the VH. JP to create this for circulation.

JP/SF

JP

TF proposed installing a remote controlled thermostat for the heating as it is time consuming coming down to switch it on and off before and after bookings. He had obtained two quotes; one from British Gas for £249 at a flat rate and another from Chris Hall of £253 who will take out old controls and make the necessary changes to the Wi-Fi hub as the thermostat needs to be connected to it. Multiple users can connect to the new thermostat from any location with internet. TF proposed asking Chris to do this and NF seconded the motion. The Trustees voted in favour.

### 8 100 Club Draw

NF eagerly drew out the numbers for the February draw and the winners are:  
1<sup>st</sup> prize of £20 to Linz Osborn who kindly donated her prize back to the hall and 2<sup>nd</sup> prize of £10 to Benita Garry.

Meeting closed at 8.35pm

Signed:

Date:

2026