WORLINGTON VILLAGE HALL

Minutes of the Village Hall Charity Trustee Annual Meeting
Thursday 4th June 2026 in the Village Hall at 7.30pm

Charity No: 208949

Trustees present: Brian Fry (BF), Lesley Osborne (LO, Nick Foster (NF) and Tim French (TF)
Also present: Secretary – Joanna Priestley (JP), Tina Maynard of Friends of Worlington Village Hall (TM)

ITEM		Action
1	**Welcome and Apologies for Absence** BF welcomed everyone to the meeting. One member of the public attended and apologies were received from Nick Foster.	
2	**Trustee Vacancy** BF explained that upon Steve Foster's resignation, there was a vacancy for a Trustee for the Village Hall Charitable Trust. There was a query as to whether a trustee had to also be a Parish Councillor and JP would make enquiries. TM offered to draft an advert for social media to promote this vacancy.	**JP** **TM**
3	**Approval of Minutes** The minutes of the meeting held on 2nd April 2026 were approved by the Trustees and signed by BF.	
4	**Update from Friends of Worlington Village Hall**	
4.1	**Bookings** TM confirmed that the regular bookings: chair yoga, rock choir, new yoga, and a private education company were averaging an income of £350 per month. The book club and ancestry events had raised £35.50 and the remaining float was £76.96.	
4.2	**Future Events and Bookings** TM reported that there have been enquires about the possible hire of the hall for baby massage classes and a Sunday group but no firm bookings as yet. TM has organised a King's Tea on 19th June to celebrate the King's birthday. There are 12 bookings so far for private hire of the Hall. LO explained she is liaising with a local photographer to have cards produced by Burwell Print of the paintings at the VH to sell, splitting profits between the Trust and the photographer.	**LO**
4.3	**Funding update** BF reported that the new windows on the other side of the hall had now been installed and gave the Trustees' thanks to West Suffolk Council for this funding and to the Parish Council for organising and making up the shortfall. BF hoped to apply for funding to replace more of the old windows and doors in the next financial year.	**BF**
5	**Finances**	
5.1	**Approve the Year End Accounts for 2025-25** JP had previously circulated the accounts and they were duly approved and signed by BF.	
5.2	**Approve the Budget for 2026-27** The Trustees discussed the items on the budget, in particular the cost of oil which has risen due to the crisis at the Strait of Hormuz. It was agreed to set the budget at £1 per litre (£1,000 for the year). It was agreed that the smaller bin was not sufficient for the amount of waste now produced at the Hall and it was agreed that as BF was using that bin to put the waste from the litter bins at the Hythe and Play	

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Area, JP would ask the Parish Council to consider obtaining a black bin. Fire extinguisher service was increased slightly to reflect the two new extinguishers purchased last year. The difference between repairs and works was established and it was agreed to start saving for any contingencies or emergencies at the Hall (eg a new boiler or radiators) and put £1,000 into the savings account with an annual injection of £500 thereafter. TM suggested she would like to improve the outside area at the back of the Hall and it was agreed to budget £100 for this project. **JP** **JP**

5.3 Account Balances
JP explained that the balance of the current account as at 4th June was £11,479.08. The savings account stood at £679.43 which comprised the new 100 Club funds and any interested accrued.

5.4 Payments for Approval
Regular payments to cleaner and for water and electricity had gone out.

5.5 Petty Cash
JP confirmed that the petty cash balance as at 2nd April 2025 was £180.73. JP had paid in £375 from the last quiz night and £221 being the cash received for 100 Club entries. Payments of £42.94 was made to TF for a new power mop battery and to TM of £13.94 and £9.14 for draught excluders and cleaning products respectively.

5.6 Card reader machine
BF concluded that this was not being used as often as hoped but at the next quiz night it may prove a more popular method of payment.

6 Warm Rooms Funding 2026-27
TM offered to complete the form and hold activities on the same day as the coffee caravan. JP to look up when the funding application is open. TM suggested that a register of vulnerable and isolated residents should be compiled to encourage them to come to the warm room events and also to check in with them generally. **JP**

7 Repairs and Maintenance
It was agreed to purchase draft excluder strips for the wooden emergency exit door. **TM**

8 100 Club Draw
TM drew out the numbers for the June draw and the winners were:
1st prize of £20 to no. 52 and 2nd prize of £10 went to Steve Foster (no. 32).

Meeting closed at 8.50pm

Signed: *Brian Fry* Date: 8th October 2026