



WESTBURY PARISH HALL CHARITY

**Meeting of the Trustees
Westbury Parish Hall Charity
on
Thursday 16th March at Westbury Village Hall at 8.00 pm**

Welcome	Key points/ Actions
<p>CK chaired the meeting and welcomed those present.</p>	
<p>42/17 Members present Sue Barrett (SB), Cathy Knott (CK) & Ron Parsons (RP) Apologies received from: Ian Wakeford (IW) & James Stone (JS)</p>	
<p>43/17 Disclose any conflicts of interest relating to the Agenda None disclosed</p>	
<p>44/17 Approve the minutes of the meeting of WPHC, WVHA & WCS on Wednesday 15th February The minutes were agreed and signed.</p>	
<p>45/17 Actions from previous minutes WVHA have signed their lease. JS will contact Graeme Cook (SugaRich) to discuss a similar set up to Waitrose regarding volunteers – deferred until the next meeting. Shop signs are up. A village brunch has been organised for 1st April.</p>	JS
<p>46/17 Trustee's Roles and Responsibilities It was agreed to defer action until the AGM when roles would be discussed in more detail.</p>	
<p>47/17 Discuss minutes/updates from WVHA/WCS meetings SB voiced her concerns over the Shop & Café. She has met with Alison Stone & Vicky Webb to discuss the business model and has found that it isn't sustainable without further grants. Unfortunately, grants are very hard to come by at the moment and none are available at this time. From this September, there will not be enough funds in place to pay for salaries which are currently being paid. SB, Alison & Vicky will discuss and advise on options with the committee. There are no concerns with WVHA. New classes are starting next week and they are in a healthy financial state.</p>	SB

<p>48/17 Accounts</p> <p>We currently have £10,000.00 in the bank account.</p> <p>CK & SB explained that the parish council donated ringfenced funds of £6000.00 initially with further funds to be paid in the next financial year.</p> <p>We have also received £3000.00 from Sir Alastair Pilkington's Trust (via Ros Christian). A further £1000.00 from the same charity has been donated specifically for the Youth Club.</p> <p>SB explained that, as stated in the lease, the Shop & Café will not pay rent for the first two years.</p> <p>WVHA will pay £1000.00 per annum for the first two years with a rent of no less than £3000.00 in the third and subsequent years (TBC).</p>	
<p>49/17 Discuss grant applications received</p> <p>A grant application has been received from Robin Bone (of Westbury Parish Council) for £3205.44 to provide sound proofing panels and a scaffold tower for the hall.</p> <p>RP advised that there are other funders coming forward to fund this. However, if funding doesn't transpire, we will review again at the next meeting in July.</p> <p>It was agreed to contact Paul Winks (Youth Club leader) to discuss funds specifically ringfenced for the Youth Club.</p>	<p>RP</p> <p>CK to contact PW</p>
<p>50/17 Meeting dates</p> <p>It was agreed to meet 4 times per annum. Twice yearly as Trustees and twice yearly with WCS and WVHA.</p> <p>Dates:</p> <p>Wednesday 12th July, 7.00 pm AGM (Trustees) followed by a joint meeting of WPHC/WVHA/WCS at 8.00pm</p> <p>Wednesday 18th October, 8.00 pm Trustee Meeting</p> <p>Wednesday 17th January, 7.30 pm Trustee Meeting followed by a joint meeting of WPHC/WVHA/WCS at 8.00pm</p> <p>Wednesday 18th April at 8.00 pm Trustee Meeting</p>	<p>CK to circulate</p>
<p>51/17 AOB</p> <p>It was agreed to circulate the constitution to new Trustees along with a chart showing how the charity sits with the parish council, WVHA and WCS.</p>	<p>CK to circulate</p>

The meeting closed at 9:00 pm