



WESTBURY PARISH HALL CHARITY

**Meeting of Westbury Parish Hall Charity,
Westbury Community Shop Committee & Westbury Village Hall Association
on
Wednesday 3rd April 2019 at Westbury Village Hall at 8.30 pm**

	Key points/ Actions
<p>Welcome 165/19 Members present WPHC Sue Barrett (SB), James Stone (JS) & Cathy Knott (CK) WCS John Heal (JH) WVHA Ian Towner (IT) Apologies received from Ian Wakeford (WPHC), Jeff Christian (WVHA) and Sue Lucas (WCS)</p>	
<p>166/19 Disclose any conflicts of interest relating to the Agenda CK is carrying out some administration work for WVHA.</p>	
<p>167/19 Update from the trustees SB advised on the following points:</p> <ul style="list-style-type: none"> • Boundary fencing to the playing field • The future of the Youth Club • A cheque was handed to IT for £1000.00 (for over payment of rent) • Correspondence received regarding weekend bookings – IT advised that WVHA had honoured bookings already made (from April – Sept) and will raise Sunday bookings again at the next WVHA meeting for discussion. 	IT
<p>168/19 To receive a report including accounting statement from WCS JH circulated a report (appendix 1) prior to the meeting and handed out the profit and loss accounts for year 3, with a slight variance to the report (appendix 2) and year 4 budget figures. He advised that Rosemary was now supporting Suzie with the accounts which was working well.</p> <p>JH reported that there had been an increased loss due to not having a manager in place the previous year so staff costs would have been lower. The Year 4 budget figures project similar sales with a reduction in costs and an emphasis on a bigger café margin.</p> <p>JH advised that catering services are now being offered to hall users and any profits from the café society are going into the account. Emily will be leaving this month and it is hoped that Marie (who currently works Saturdays), will take on additional hours and volunteers will increase their support.</p> <p>In consideration of the financial performance of WCSC, it was agreed that the rent paid to the Charity for 2019/20 should remain at £1,000.</p> <p>SB thanked JH and congratulated him and the WCS team for all the positive changes that have taken place.</p>	

