



WESTBURY PARISH HALL CHARITY

Meeting of the Trustees Westbury Parish Hall Charity

on

Wednesday 3rd July 2019 at Westbury Village Hall, 7.00 pm

<p>172/19 Receive apologies and welcome Ellen as a trustee</p> <p>In attendance: James Stone (JS), Sue Barrett (SB), Cathy Knott (CK), Ian Wakeford (IW) and Ellen Watson (EW). Jeff Christian (treasurer, WVHA) joined the meeting to give his report.</p> <p>No apologies received.</p> <p>SB welcomed Ellen onto Westbury Parish Hall Charity as a trustee.</p>	<p>Key points/ Actions</p>
<p>173/19 Disclose any conflicts of interest relating to the agenda</p> <p>CK is carrying out some administration work for WVHA.</p>	
<p>174/19 Approve the minutes of the Trustees Meeting and the Joint Meeting with WVHA & WCS held on Wednesday 3rd April 2019</p> <p>The minutes were agreed and signed.</p>	
<p>175/19 Actions from previous minutes</p> <p>The only actions outstanding are:</p> <p>162.19 b - CK has yet to purchase a grit bin.</p> <p>164.19 - we are still looking for a youth leader.</p>	<p>CK</p>
<p>176/19 To provide an update on previous grants and to discuss grant applications received from WVHA for sound panels, works completed on maintenance day and a marquee for Westival</p> <p>CK circulated two grant applications received from WVHA previous to the meeting:</p> <ol style="list-style-type: none"> 1. marquee - £783.97 + (£152.82VAT) purchased by WPC so VAT could be reclaimed. 2. various items (as above) totalling £1,172.69 (purchased by Robin Bone). <p>Trustees approved both applications and cheques were duly written and signed.</p> <p>SB advised that she had been approached by Halse Junior FC, asking if we would like to purchase their old goal posts (approx. two years old) for the youth of Westbury to enjoy.</p> <p>After a brief discussion, it was unanimously agreed to purchase them at the cost of £200.00 for the pair.</p> <p>SB will liaise with the boys who have been using the posts and ask them to complete an application form.</p>	<p>SB</p>
<p>177/19 Discuss updates from WVHA and WCS</p> <p>WCS</p> <p>CK circulated WCS's report (appendix 1) and accounts (appendix 2a & 2b) prior to the meeting. Although they are still running at a loss, they have made great progress and continue to do so.</p> <p>It was agreed that we should invite them to submit grant applications in order to help them with their outgoing costs. One of their costs is broadband and JS advised that he has been discussing issues with various members of WVHA. There is a need to increase the capacity and speed of broadband as during big events it is almost non-existent and we are so reliant on it now with payments etc.</p>	<p>JS/SB</p>

<p>This is something the charity could potentially fund so it was agreed to look into it and for SB to discuss with John and Sue (WCS) and JS to discuss with Robin & Mark (WVHA) and to research solutions.</p> <p>WVHA SB thanked WVHA for their report (appendix 3) and Jeff supplied more detail as requested. He circulated print outs of accounts from 1st July 2018 to 30th June 2019 advising that they are making a very small profit and have £13,300.00 in the account at present. He would like to see a further £1000.00 (per month) income to feel comfortable and the committee are currently looking at ways to address this. SB thanked Jeff for all the work he has put into managing the hall's finances.</p>	
<p>178/19 Finance At the end of May the bank balance was £7245.95. Less grants (grit bin, Robin, WVHA & goal posts) will leave £4889.29. WVHA advised they have just paid £2000.00 into our account for half the year's rent, which will give us a total of £6889.29.</p>	
<p>179/19 AOB None received.</p>	

The meeting closed at 8.00 pm

Next meeting dates:

Trustee Meeting Wednesday 16th October at 7.30 followed by the Joint Meeting at 8.30 pm