



WESTBURY PARISH HALL CHARITY

Meeting of the Trustees On Wednesday 8th January 2020 at Westbury Village Hall, 7.30 pm

	Key points/ Actions
<p>197/20 Receive apologies and welcome In attendance: Sue Barrett (SB), James Stone (JS), Cathy Knott (CK), Ellen Watson and Ian Wakeford (IW). Ian and Lorraine Towner joined the meeting at 8.00 pm. Apologies: all present. The agenda was amended to put items 203/20 and 204/20 at the end of the meeting.</p>	
<p>198/20 Disclose any conflicts of interest relating to the agenda CK is carrying out some administration work for WVHA.</p>	
<p>199/20 Approve the minutes of the Trustees Meeting and the Joint Meeting with WVHA & WCS held on Wednesday 16th October 2019. The minutes were agreed and signed.</p>	
<p>200/20 Actions from previous minutes Included below.</p>	
<p>201/20 To provide an update on the grant for a freezer from WCS To provide an update on wi-fi to the village hall A cheque for £3500.00 has been donated to the charity specifically for a freezer and other items for WCS. Because the quote for a new freezer is over three months old, it was agreed to go back to WCS and check the price is still valid and ask if it includes delivery. CK will also ask WCS what their intentions are regarding the old freezer. Once confirmed, SB proposed that we pay for the freezer and ask WCS for a list of other items they would like to apply for funding for.</p> <p><u>Wi-fi</u> JS is meeting an electrician at the hall on Friday to discuss installation of equipment and has asked for a refreshed quote from Cloudy IT. WCS's contract with BT ends in June, but JS will find out how much it will cost to end it earlier. JS felt that once the initial payments have been made (circa £1000), JS proposes that WVHA should pay the running costs of £55.00 per month (for unlimited wi-fi) and WCS should pay the fee of £9.99 for unlimited calls. Once commitment from both WVHA and WCS has been received of the monthly payments going forward, SB proposed to ringfence a budget of £1100 for IT works. JS seconded and trustees agreed to approve.</p>	<p>CK</p> <p>JS</p>
<p>202/20 To discuss Westbury Youth Club It was agreed to advertise again for a youth club leader for the club to be run on Wednesdays between 4.00 – 6.00 pm. SB will write a job spec and CK will promote in Westbury, Brackley and Buckingham.</p>	<p>SB/CK</p>
<p>205/20 To arrange meeting dates for the year The following dates were agreed: Wed 22nd April - Trustees meeting 7.30 pm followed by the joint meeting 8.30 pm. Thurs 25th June - Trustees meeting 7.30 pm.</p>	

