



WESTBURY PARISH HALL CHARITY

Virtual meeting of the Trustees on Tuesday 8th June 2021 at 7.15 pm via Zoom

233/21 Receive apologies and welcome

In attendance: Chairman Sue Barrett (SB), James Stone (JS), Cathy Knott (CK), Ellen Watson (EW) and Ian Wakeford (IW). **No apologies.**

234/21 Disclose any conflicts of interest relating to the agenda

None.

235/21 Approve the minutes of the Trustees Meeting and Joint Meeting held on 4th November 2020 and the extraordinary joint meeting held on 6th April 2021

The minutes were agreed and virtually signed.

236/21 Actions from previous minutes

Most actions have either been or are being addressed. Outstanding actions include:

Increasing the parking area

JS explained we will be tarmacking the back and side area (currently gravelled). *He will remodel arrangements and refresh quotes.*

Action: SL to discuss with Jacky Owen the use of the waste land for Village Hall use.

Install electricity meters to measure and record demand in different areas of the VH

JC proposed to install meters in order to separate usage going forward. It was **AGREED** to obtain quotes for two meters to be installed in the kitchen and the shop end of the building.

Action: JC to contact an electrician for quotes.

JS to explore and add addendum to the original leases – JS to ask R. Lavery to look at and amend as necessary to reflect change in space used etc. *Action: JS*

237/21 To note updates from WVHA

CK circulated the report prior to the meeting (*appendix 1*).

Robin has taken over as Treasurer and Pierre is acting rolling chairman.

The proposed time frame of reopening the hall post lockdown has been on track with the hall remaining closed for bookings until 17th May (see April extraordinary meeting minutes) and it is hoped the proposed date of reopening fully on 21st June will go ahead. Several classes have resumed and are following Covid-19 guidelines. Private booking enquires are being taken (to be actioned after 21st June).

238/21 To note updates from WCSC

CK circulated the report prior to the meeting (*appendix 2*), accounts (*appendix 3*) and sales analysis (*appendix 4*).

Jo Lee has returned to her main career and will be away for much of this summer. The committee have recruited Mel Cooper as manager and Helen Seacole as support manager with responsibility for the catering side, who will be supported in turn by Remy Dubois who has also now joined the team full time. Louise Arbretti continues to work during school hours. There is no change in the Management Committee composition. Youngsters complete the staff team at weekends but they still need volunteers, as the shop needs three people to function efficiently. There is no change in the Management Committee composition.

239/21 To discuss Westbury Youth Club

CK advised that the Northamptonshire association of youth clubs (NAYC) offers a service to start up young people groups and offer bespoke support. However, due to not having a leader at the moment, it was agreed to arrange two activities over the summer holidays with a budget of £1500. CK to ask for Lindsay's help with this.

Action: CK

240/21 Finance

IW advised we are in a good position with a healthy balance of c. £13,000. Income included WCSC rent £3000 and WVHA rent £2333 for financial year ending 05.04.2021 along with c. £70.00 from the Salvation Army clothes bank.

241/21 Grants awarded last year

CK circulated all grants awarded since the charity began in 2017. Over the last financial year, we have made donations of £2,961.85 towards the following:

- Picnic tables for the playing field (using monies from R. Christian charity)
- Brackley Community Trust (dedicated TV for patient's room)
- Recycling bins for shop (using monies from R. Christian charity)
- Annual subscription for Community Impact Bucks (for WVHA)
- Pair of goals
- Climbing wall activity
- Prizes for the Christmas/Easter hunt
- Christmas decorations for the Green (Treebank)

Grants awarded so far this year amount to £322.95 and include a mushroom bin for the playpark and the annual subscription for Community Impact Bucks (for WVHA).

242/21 AOB

EW suggested putting a post on the website and Facebook to advise that if anyone would like to set up their own event/activity they can apply for a grant. She will put some text together and send to CK.

Action: EW/CK

The next meeting date will be 5th October 2021.

The meeting closed at 8.00 pm and was followed by the joint meeting.