



## WESTBURY PARISH HALL CHARITY

### Virtual meeting of the Trustees held on Tuesday 5<sup>th</sup> October 2021 at 7.30 pm

#### **249/21 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.**

#### **250/21 Disclose any conflicts of interest relating to the agenda**

None.

#### **251/21 Approve the minutes of the Trustees Meeting and Joint Meeting held on 8<sup>th</sup> June 2021.**

The minutes were agreed and virtually signed.

#### **252/21 Actions from previous minutes**

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

**Increasing the parking area** - JS to remodel arrangements and request updated quotes for tarmacking the back and side area (currently gravelled) of the village hall. *Action: JS.* It was noted that Mark Brown has agreed for the wasteland to be tidied up and maintained by the parish council **for now**. The cricket club will keep their nets etc on it during the winter months.

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

**Grant information** - EW suggested repositioning the grant information on the website to make it more prominent and putting a post on Facebook to advise that if anyone would like to set up their own event/activity they can apply for a grant. *Action: CK*

Since the last meeting in June, electricity meters have been installed to measure and record demand in different areas of the village hall, however it requires further discussion. JS will arrange to meet with Jeff Christian and RB to agree on areas going forward and come to a settled agreement with WSC to share costs. *Action: JS*

#### **253/21 To note updates from WVHA**

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

It was noted that Westbury Football Club are not playing any longer and Halse FC no longer use the pitch. JS will ask Mark Jenkins if Syresham is interested in hiring it on an ad-hoc basis. If not, then maybe a note on FB asking if there are interested parties. *Action: JS*

It was agreed to keep the rent at £4000 per annum and reassess at the next meeting in February, however IW noted we have not been receiving payments recently (due to stopping payments mid-year during Covid-19) so WVHA are currently £2,000 in arrears. IW will write to RB to request this to be actioned. Subsequent email from RB requesting a pause on rent payment due to hall closure through Covid. *Action: IW*

#### **254/21 To note updates from WCSC**

CK circulated the report prior to the meeting (*appendix 2*), accounts (*appendix 3*) and sales analysis (*appendix 4*). Trustees recognised the great team in place and the continuing success of the shop & café.

It was agreed to propose an increased rent payment (from Nov 2021) of £300 per month which equates to a 20% increase (£600 extra per year) due to the increased use of space, sole use of the kitchen and hall use. Because the shop is still in an uncertain period of transition it was felt this was a fair amount.

It was agreed to ask WCSC about future staffing to understand the rise in wages in the second half of the year.

#### **255/21 To discuss an annual budget for activities associated with Westbury's younger generation**

SB explained that currently it isn't practical to have a regular youth club and proposed we should continue to fund and organise events during the holidays for the younger generation and work with Beachborough School to put on regular activities/events primarily for village children. Lindsay Webster has been instrumental in organising and

supporting events and it is hoped this will continue. Our thanks go to Lindsey Webster Jenkins and her team. Trustees agreed to ringfence an annual budget of £2500 as a baseline to be reviewed every year at the October meeting.

Trustees agreed on a Christmas budget of £1000 to include a tree and Santas Grotto.

#### **257/21 Finance and Grants**

An application has been submitted by WVHA (RB) for £1000 to help fund a post lock down social event to meet bring old and new villagers together "The Village Vibe". This will go towards a singer and revellers food based on approx. 120 people on 13<sup>th</sup> November 2021. Trustees agreed to approve.

Grants awarded so far this year:

March 21	WPC	Easter Trail prizes (Cadburys eggs)	129.87
April 21	WVHA/WCSC	Community Impact Bucks annual subscription	60.00
June 21	WPC	Mushroom bin for playpark	262.95
Aug 21	WESTBURY YOUTH	3 x Summer activities for youngsters during the holidays	1335.87
Oct 21	Beachborough Schl	Scary props etc for Pumpkin Hunt in school woods	200.00 (not yet pd)

Bank balance: £12,823.83

Approved Grants outstanding:

Existing:

- £1500 - A422 VAS
- £1000 - Church mower

Newly approved:

- £1000 - Christmas (annual allowance) - Allowed in 2021/22 accounts
- £2500 - Kids events (Easter, Summer, Halloween) - for future years

Including the Christmas allowance (but not next year's Kids events) we have c. £9,100 remaining in the account. We have only received £1000 in rent from the Shop to date and nothing (yet) from WVHA this financial year.

#### **258/21 AOB**

None.

**The next meeting date will be 8<sup>th</sup> February 2022.**

**The meeting closed at 8.15 pm and was followed by the joint meeting.**