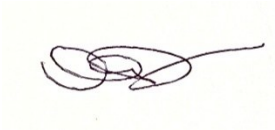
Barlaston Village Hall Sole Trustee Meeting

AGENDA

All members of Barlaston Parish Council are hereby summoned to the Barlaston Village Hall (Charity No: 522602) Sole Trustee Meeting at Barlaston Methodist Church. Park Drive, Barlaston ST12 9DP on Tuesday 9 December 2025. The meeting to commence at 18:45 pm. An agenda for the meeting is set out below.



03 December 2025

Vivien O'Dunne: Parish Clerk and Responsible Financial Officer

119. Apologies for absence

120. Declarations of Interest

121. Written applications for dispensations under the Localism Act 2011

122. Approval of the minutes of the Sole Trustee meeting on 25 November 2025

123. To receive minutes from the Village Hall Management Committee (VHMC) meeting and determine actions

124. To receive and approve the monthly accounts of the Village Hall

125. To receive a report from the Sole Trustee Liaison to the Village Hall and determine actions

126. To consider the VHMC's request to apply for the removal of the mandatory Designated Premises Supervisor (DPS) requirement on Newcastle-under-Lyme Borough Council Premises Licence No. 75184.

127. To receive an update regarding land registration

128. To note the resignation of the VHMC Treasurer and determine actions

129. To consider the opening of a new bank account with the Charities Aid Foundation and determine actions

130. To consider and agree a maintenance plan for the Village Hall, receive an update on completed works, and determine any further actions.

131. To review and adopt the following policies:

- 131.1 Financial controls
- 131.2 Reserves
- 131.3 Internal risk
- 131.4 Serious incident reporting
- 131.5 Complaints
- 131.6 Conflict of Interest
- 131.7 Risk Register

132. Date of next meeting