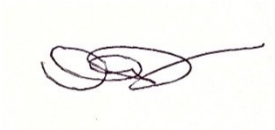
Barlaston Village Hall Sole Trustee Meeting

AGENDA

All members of Barlaston Parish Council are hereby summoned to the Barlaston Village Hall (Charity No: 522602) Sole Trustee Meeting in the Ruth Dickson Meeting Room at Barlaston Village Hall on Tuesday 20 January 2026. The meeting to commence at 19:00 pm. An agenda for the meeting is set out below.



14 January 2026

Vivien O'Dunne: Parish Clerk and Responsible Financial Officer

133. Apologies for Absence

134. Declarations of Interest

135. Written applications for dispensations under the Localism Act 2011

136. Approval of the minutes of the Sole Trustee meeting on 09 December 2025

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

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

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

140. To consider applying for the Support Staffordshire Member Bursary and determine any actions.

141. **Premises Licence – Designated Premises Supervisor (DPS):** 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.

142. **Land Registration:** To receive an update from the Clerk regarding the first registration of the Village Hall land with HM Land Registry and to approve expenditure of up to £1,200 from the charity's funds, broken down as follows:

- Professional fees to prepare and submit the first registration application: £750–£900 + VAT
- HM Land Registry fees: approximately £150

143. To receive a progress report on the opening of a new bank account with the Charities Aid Foundation and determine any further actions.

144. To receive a progress report on the Village Hall maintenance plan, including completed works, and to consider and agree any further actions.

145. Date of next meeting