Barlaston Village Hall - Charity: 522602

Minutes of the Village Hall Sole Trustee Meeting - Held on 20 January 2026 at 19:00 at Barlaston Village Hall

Present:

Cllr D Borasinski (Chairman)	Cllr C Hurst
Cllr S Tudor	Cllr L Arnold
Cllr E Philpott	Cllr O Sear
Cllr G Jones	Cllr J Dando
Cllr S Thomas	Cllr P Fisher

Also in attendance: Vivien O'Dunne: Parish Clerk

133. **Apologies for Absence:** Apologies were received from Cllr Pickering. It was resolved to accept these.

134. **Declarations of Interest:** There were no declarations of interest.

135. **Written applications for dispensations under the Localism Act 2011:** There were no written applications for dispensation.

136. **Minutes of the Sole Trustee meeting on 09 December 2025:** The minutes of the meeting were approved as a true record and signed by the Chairman.

137. **Village Hall Management Committee (VHMC):** Minutes from the VHMC meeting held on the 15th December were received and noted by the Sole Trustee.

138. **Village Hall Accounts:** Income and Expenditure for December 2025 was received. The Sole Trustee noted that three known instances of Village Hall use during December do not appear in the December accounts, which may reflect timing, invoicing, or recording processes. The Clerk was asked to review and report back to the next Sole Trustee meeting.

139. **Report from the Sole Trustee Liaison to the Village Hall**: The Sole Trustee received a report from the Village Hall Liaison. It was noted that the Committee had been considering revising Hall charges, but further information, including an analysis of the accounts, would be required before any changes could be approved. Rat guards will be fitted shortly, and there are ongoing boiler issues. It was also noted that the Hall website included advertising for a commercial activity; while the Hall receives a small donation, the Sole Trustee considered this a potential conflict of interest and asked the Clerk to liaise with the Committee to remove the advertisement.

140. **Support Staffordshire Member Bursary:** The Sole Trustee noted that a Support Staffordshire Member Bursary is available, providing up to 10 hours of additional support, and resolved to ask the Clerk to submit an application.

141. **Premises Licence – Designated Premises Supervisor (DPS):** The Sole Trustee resolved that the Village Hall will not maintain a permanent alcohol licence and will use Temporary Event Notices (TENs) for hall-organised events; hirers wishing to supply alcohol at their own events will be responsible for obtaining their own TENs, and copies of all TENs will be provided to the VHMC and the Sole Trustee for retention on file.

142. **Land Registration:** The Clerk reported on progress in seeking legal support for the first registration of the Village Hall land with HM Land Registry. The Sole Trustee resolved to proceed and to approve expenditure of up to £1,200 to cover professional and Land Registry fees.

143. **Charities Aid Foundation Bank Account:** The Sole Trustee noted that no Committee member volunteered as a signatory and, with the imminent departure of the Treasurer, resolved to proceed with opening the account without a Committee member as signatory.

144. **Village Hall Maintenance Plan:** Councillors Fisher and Borasinski will progress the maintenance schedule following the festive break. Two window repairs have been completed, although there may be some snagging issues, which will be added to the next agenda for discussion.

145. **Date of next meeting:** 10 February 2026