Barlaston Village Hall - Charity: 522602

Minutes of the Village Hall Sole Trustee Meeting - Held on 12 May 2026 at 6:30pm at Barlaston Methodist Church Hall, Park Drive ST12 9DP

Present:

Cllr D Borasinski (Chairman)
Cllr E Philpott
Cllr G Jones
Cllr L Arnold
Cllr C Hurst
Cllr L Pickering
Cllr O Sear

Also in attendance: V O'Dunne: Clerk. There were no members of the public present

185 Apologies for Absence: were received from Cllr Fisher. It was resolved to accept these. *Clerk's Note: Apologies from Cllr Tudor were received prior to the meeting but were omitted in error from the meeting proceedings.*

186 Declarations of Interest: There were no declarations of interest.

187 Written applications for dispensation under the Localism Act 2011: There were no written applications for dispensation.

188 Minutes of the Sole Trustee meeting on 14 April 2026: The minutes of the meeting were approved as a true record and signed by the Chairman.

189 Sole Trustee Liaison: The Sole Trustee Liaison provided a report on the April Village Hall Management Committee meeting, the minutes of that meeting were received and noted.

190 Role Review of Booking Secretary/Caretaker: The item was deferred.

191 Village Hall Accounts: The Village Hall accounts for April were received and noted.

192 Revision of hire charges: Cllr Arnold circulated options for revised hire charges based on different models. Some models included additional income to provide headroom for repairs. She will refine the models to include fundraising assumptions. Members were asked to review the options ahead of discussion with the Village Hall Management Committee at the AGM. Cllr Arnold will attend the next VHMC meeting to present the options and seek feedback.

193 Village Hall Committee Volunteers Application Form: It was resolved to approve the new form, and that the Clerk will pass it to the Village Hall Management Committee for publication on the website.

194 Village Hall Car Park Query: A query has been received regarding resident access over Village Hall land. The Clerk will review the relevant documentation, and the matter will be considered further at the next meeting.

195 To receive updates on the following matters and determine actions:

195.1 **Support Staffordshire Member Bursary:** We are awaiting a decision.

195.2 **Land Registration:** The Clerk has been in touch with the solicitor and the registration is in process.

195.3 **CAF Bank Account:** The account is now open. All signatories are requested to confirm that they have successfully accessed the account before the transfer of funds from the existing account is completed.

195.4 **Indemnity Insurance:** The Clerk reported that Trustees' and Management Liability cover is included in the Parish Council insurance and is seeking confirmation that this extends to the Sole Trustee role of a Councillor. No additional Village Hall cover will be arranged pending clarification to avoid duplication.

195.5 **Village Hall Maintenance Schedule:** Cllrs Fisher and Borasinski will convene to inspect the building and identify required maintenance works and report back to the next meeting.

195.6 **Steps Ruth Dickson Meeting Room:** The works have been booked in and the Management Committee will be notified once a date has been confirmed.

196 Date of next meeting: 9 June 2026