Barlaston Village Hall - Charity: 522602

Minutes of the Village Hall Sole Trustee Meeting - Held on 10 November 2026 at 6:45pm at the Barlaston Methodist Church Hall, Park Drive ST12 9DP

Present:

Cllr D Borasinski (Chairman) Cllr C Hurst
Cllr E Philpott Cllr P Fisher
Cllr J Dando

Also in attendance: Viv O'Dunne (Parish Clerk). There were no members of the public present.

245 Apologies: Apologies were received from Cllrs Arnold, Pickering, Jones and Tudor. It was resolved to accept these. Cllr Thomas was not in attendance.

246 Declarations of interest: There were no declarations of interest.

247 Dispensations: There were no written applications for dispensation.

248 Minutes: The minutes of the Sole Trustee meeting held on 13 October 2026 were approved and signed by the Chairman.

249 Village Hall Management Committee Minutes: Minutes from October and November were received and noted.

250 Sole Trustee Liaison: The Sole Trustee Liaison reported on the November Committee meeting. It was noted that quotes were being sought for electrical works.

251 Fundraising: It was noted that two fundraising events had taken place: Barlaston's Got Talent and an Attic Sale. The combined profit was yet to be confirmed but was estimated to be in the region of £1,000.

252 Village Hall Accounts: The accounts for October were received and noted.

253 Woodworm Treatment and Village Hall Floor Repairs: The Sole Trustee considered two options: treatment and refurbishment of the existing maple floor, or complete replacement. Further quotations had been sought but no additional responses received. Given the specialist nature of the work and the need to address the damage, it was resolved to approve woodworm treatment up to £1,000 and accept the quotation from *Signature Floors* for the removal and replacement of three rows of maple flooring, sanding and refinishing, at £6,040.62 plus VAT (£7,248.74).

It was noted that the cause of the woodworm damage could not been established and that the clerk would notify the insurance company.

Clarification was requested regarding the guarantee for the flooring works before work commences. The Village Hall Management Committee is to consider the timing of the works, the period for which the hall would need to close and the availability of grants to help fund the work.

254 Recruitment: The Committee approved the recruitment poster for the two Committee vacancies for display and online publication.

255 Exclusion of the Press and Public: No resolution was required under the Public Bodies (Admission to Meetings) Act 1960, as no members of the press or public were present.

256 Access over Village Hall Charity Land: No update on the legal advice regarding access rights over Village Hall charity land had been received.

257 Updates on Ongoing Matters:

257.1 Clock repair: The original contractor was unable to undertake the work, and the Clerk is seeking an alternative contractor.

257.2 Support Staffordshire bursary: Policy work is still ongoing.

257.3 Employment Working Group: Will meet before the December meeting.

257.4 Review of hire charges: Nothing to report

257.5 Maintenance schedule: Electrical works: One quotation has been received. The Clerk is seeking two further quotations for consideration at the next meeting.

258 Date of next meeting: 08 December 2026