

Walton Village Hall Trustees Meeting – Minutes

Date: 01.05.2025

Location: Walton Village Hall

Present

- Louise Aiton
- William Weaver
- Pam Cronin
- Brian Hogg

Apologies

- Abigail
- Ginnie Jackson

Minutes of the Previous Meeting

The minutes were agreed with the following amendments:

- Ginnie is trained in First Aid, not Health and Safety.
- The Treasurer's report did not cover income and expenditure.

These amendments have been made to the official minutes.

Declarations of Interest

Pam declared a standing interest as a member of the Church Committee.

Tearoom Tenant Electricity Bill

It was agreed that the electricity bill for the tearoom tenant would be paid.

Action: Louise to contact Richard to obtain the invoice number and ensure that Richard uses the reference from the original invoice.

Social Committee Update

The request for funding will be considered at the next Parish Council meeting on 14th May. An update should be available by the AGM.

Community Lunches

There is potential for community lunches to be hosted in Walton Village Hall via Brampton Community Lunches.

Action: Pam to explore viability.

Booking System

Trustees to review the previously proposed booking system. – Raise with final proposal at AGM

Key Code Access

Regular users will be provided with a key code by the end of May, contingent upon the completion of the Health and Safety file.

Cleaning

- A cleaning rota/sheet needs to be organised.

Action: William to arrange.

- A notice is to be displayed in the hall stating that a cleaning charge will apply if the hall is not left in an appropriate condition.

Action: Louise to produce and display the notice.

Post Office

There is a change in postmaster and potential changes to operating days.

Action: To be added to the AGM agenda.

AGM

Pam to obtain parish addresses from church committee

Circulate flyers w/c 5.5.25

Reading Room

No updates at present.

Trustee Updates

Richard has resigned from his position as trustee.

Finances

- Brian to sign the Independent Financial Examination.

- The 2021 financial issues have been resolved, following the breach of the financial limit.

- Trustees are to be named on the Charity Commission website.

Action: William to update.

- Trustees agreed to a £90 per annum fee for the Independent Examiner.

- Electricity and water payments are currently up to date.

- Essential purchases to be itemised:

- Cleaning cupboards (£174 each)

- Table storage (£247.19 – only one required)

- Fridge

- Children's cups (£6)

- An inventory of crockery is required.

Action: Louise/Ginnie

- A fire safety audit of the Reading Room is necessary to assess the feasibility of leasing it as a tearoom to ensure consistent income generation.

Long-Term Budget Planning

Future projects to consider:


- Replacement of the 12-year-old boiler, and consideration of a heat pump and solar panels
- Refurbishment of the toilets
- Pointing work
- Interior decoration
- New flooring in the Reading Room

A separate meeting will be scheduled to discuss grant funding opportunities to support these projects.

Potential Support: Brampton Community Centre may be able to assist with grant applications.

Meeting Closed: 20:20

Next Meeting: 14.5.2025

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