

Minutes of Walton Village Hall Management Committee

Thursday 21st January 2025, 7pm

Village Hall, Walton

Committee Members present: William Weaver, Brian Hogg, Abigail Graham

Minute Taker: Graham Shaw

Members of the community present: Pam Cronin, Paul Cronin, Pam Davis, Louise Simpson, Georgina Jackson, Richard Reynolds, Glenys Simpson, Debbie Jones, Graham Shaw (minute taker)

1. The meeting was chaired by William Weaver.
2. The minutes of the meeting of 17th December 2024 were approved by the 23 committee members present.
3. The chair explained the various activities that had been pursued since the resignation of 3 committee members (Chair, Secretary and Treasurer) in November 2024 including the payment of bills, consultation with Helen Aitken re roles and responsibilities, establishing new insurance arrangements and deciding on the steps necessary to establish new arrangements for the Village Hall Committee.
4. In the course of the meeting, new members agreed to serve on the committee for the period up to the next Annual General Meeting and completed the necessary documents:

Pam Cronin
Louise Simpson
Richard Reynolds
Glenys Simpson
Georgina Jackson

5. Officers were appointed to serve on the committee as follows:

William Weaver – Chair
Georgina Jackson – Secretary
Pam Cronin – Treasurer

New signatories will be set up for the Cumberland bank account to include any 2 of the three officers as signatories

6. Members agreed to take on additional responsibilities as follows:

Maintenance Log – Richard Reynolds will set this up and, with the Chair, will work on related tasks eg Flat Roof Inspection and Fire Safety

The Chair will pursue the necessary commercial Electrical certification

Georgina Jackson, with Louise Simpson will take the lead on establishing a new Social Committee that will work alongside the Village Hall Committee

7. The Chair reported that the roofing work on the Village Hall had been completed and the contractor had been paid. All outstanding bills have been paid. Village Hall management funds as at 21st January 2025 stand at:

£3026 Reserve

£29,537 Current

The financial files, access details and the audit report were provided to the new Treasurer.

The Chair explained that Charity Commission have been informed that the Village Hall Committee will provide a late submission.

8. The Chair talked through some of the history of misunderstandings relating to Village Hall, Reading room and Parish Council responsibilities. He explained that following consultation with various parties including Helen Aitken ACTion with Communities in Cumbria and the Parish Council's solicitors the situation is now much clearer.

The Parish Council is a statutory body with responsibilities established by law.

The Village Hall Committee is a registered charity with sole responsibility for the management and maintenance of both the Village Hall and the Reading Room

The Parish Council must supply, annually, two representatives to sit on the Village Hall Committee

The Village Hall Committee must hold an annual general meeting to which the whole community is invited. At that meeting, other people can join the committee and officers are elected to serve for the following 12 months.

The Parish Council has no responsibility for the function of the Village Hall Committee or for the management or maintenance of the buildings even if the committee were to cease to operate.

9. A key responsibility for the Village Hall Committee is the management of the Tea Room contract. Those present raised concerns about:

Booking process for the Village Hall and Reading Room

Possible deterioration of the Reading room if under used for long periods

Use of the Village Hall for community events outside the Tea Room contract

How to make more of the Reading Room

The review of the Tea Room contract will take place before the end of February. Chair to arrange. The contract holders will meet with the Chair, Treasurer and Secretary who will lead the review for the Village Hall Committee.

10. The meeting discussed the proposed Village on the Green event for 2025. It was agreed that this event should be postponed until the summer of 2026. This would enable the new Social Committee to become established and to plan effectively.

There was a strong view that given the effort needed to raise and take down the Marquee, the Social Committee should look at other opportunities for its use before and after any Summer event.

The Chair advised that the Marquee would need about £1200 of expenditure for new elements plus 40 tent pegs.

11. A website is to be established for the Village Hall committee. On this site, there will key information about the function and responsibilities and contact details of the Village Hall committee and the Social Committee. There will also be a booking system for the Village Hall and the Reading room.

The Chair emphasised the need for transparency which would include ensuring that all meetings of the Village Hall committee are open to the public and all agendas and minutes are published on the website and posted on facebook and on the notice board in the bus shelter.

The next Village newsletter published by the Parish Council in March will be used as a vehicle to update the community on the status and operation of the Village Hall committee.

12. All present wanted to recognise the work of the three Committee members who had resigned in November 2024 for doing so much to support the community as a whole.
13. There was a vote of thanks to the chair William Weaver for keeping the show on the road!
14. The AGM for the Village Hall Committee will take place on Wednesday 21st May 2025
15. The next meeting of the Village Hall committee will take place on Wednesday 19th March 2025, 7pm.

A handwritten signature in black ink, appearing to be 'W. Weaver', with a long horizontal flourish extending to the right.

