

The North & District Village Hall Committee Minutes | 7 July 2026

Attendees	Apologies
Clark Atkinson (Chair) David Lloyd (Treasurer) Judi Smowton Richard Smowton Marcus Harling (TUCC Rep)	Anna Brown (Secretary) Clare Dunsfold (TUCC Rep) Nathan Smowton Wen Atkinson

Agenda Item	Discussion / Action(s)	Who
1. Minutes of Previous Mtg	Agreed	
2. Committee Matters	- Further letter from company acting on behalf of Copyright Agent, completely inconsistent information from previous correspondence. Committee to reply to advise them that their claim is invalid. - The website domain is due for renewal in August, correspondence still going to M Dunkleman. She is happy to pay the £24 fee and be reimbursed, but we should transfer the domain, if possible, to Wix. - Annual Report submitted to Charity Commission	MH CA
3. Finance & Capital Projects (DL)	- YTD Loss increased to £1,825 largely due to utilities and prior billing errors with SSE. - Electricity costs dropped to £96 in June, much lower than the previous average of £455 per month with SSE. - WG hospitality allowance of £170 off rates has been received but this has now ended, increasing future costs. - Income remains stable, down only £200 year-on-year, with event income down by £1k but rental income up by £1.3k - Asset Value Increased to approx. £26k through recent refurbishments and investments. Includes £15k roof work, £3k radiators, and £1.5k bar and fridge. - Toilets refurbishment has cost about £7.1k so far, funded by WG grant. - Cash reserves healthy at just over £38k after paying £7k in deposits. - Planned account finalisation and audit before the AGM in October to ensure clean financial handover. - No volunteers to replace DL as Treasurer at this time. We are struggling for Trustees and many of the current Committee have been in post for a long time. CA will circulate another email requesting volunteers. If we don't get sufficient volunteers, the future of the Hall may be in jeopardy.	
4. Maintenance (CA)	Working party has made a good start on the toilet refurbishment. Works scheduled and should be complete by 31st August.	
5. Hall Hire & Housekeeping (JS)	- Events continue with steady bookings and operational improvements, though some challenges remain. - Booking numbers stable with slight Increase in July compared to 2025. June had 26 bookings, down by one from last year; July has 29 bookings, up by three. - Some bookings, such as Brownies and Garden Club, brought in higher fees this year. - Glade Tavern event planned before Hall closure for toilet refurb.	

6. Health & Safety (RS)	▪ Fire safety equipment serviced and updated to maintain compliance. ▪ Fire extinguishers and fire blanket inspected; one water extinguisher replaced due to expiry.	
7. Events	▪ The new wheeled bar makes setup easier and looks good. The GT logo has been fixed to the front. ▪ Monthly bar staffing is becoming difficult as some volunteers drop out. ▪ Bowen's Catering relationship is positive, but they need to be more independent now that it is established.	
8. Media (CA/AB)	▪ Circulation lists have been trimmed, which should allow us to send up to three emails per month.	
9. 100 Club (JS)	July 2026 Draw 1 st Sarah Marsh, 2 nd Nathan Smowton	
10. AOB	▪ Marcus will chase Land Registry re Hall ownership.	MH
11. Date of Next Meeting	7.30pm, Tuesday 8 September 2026, The North Village Hall	