

TINTINHULL VILLAGE HALL CHARITY TRUST (No 1163176)

www.tintinhull.net

You are summoned to attend a meeting of the **Village Hall Charity Trust** on Monday 20th November 2017 at 7.30pm in the Working Men's Club



H Bryant. Clerk to the Council. 15.11.17

AUDIO/VISUAL RECORDING AND PHOTOGRAPHY AT COUNCIL MEETINGS

Recording and reporting the Council's meetings is subject to the law and it is the responsibility of those who undertake the recording and reporting to ensure compliance. This will include the Human Rights Act, the Data Protection Act, the Public Order Act Part III (1986 as amended), the Equality Act 2010, the laws of libel and defamation and any subsequent legislation or regulations. Anyone wishing to record is requested to let the Chairperson of the meeting know prior to, or at the start of, the meeting and the recording should be overt (i.e. clearly visible to anyone at the meeting) and not disruptive.

PUBLIC QUESTION TIME

Subject to Standing Orders there is a time limit of 15 minutes for this section of the agenda. Questions or comments will be noted or raised at the appropriate time on the agenda or become an agenda item for the next meeting. Persons may speak for not more than 3 minutes cumulative.

AGENDA

- 1 **APOLOGIES FOR ABSENCE**
- 2 **DECLARATIONS OF INTEREST**
- 3 **TO CONFIRM THE MINUTES FOR THE MEETINGS HELD ON 16th OCTOBER 2017**
To consider: the approval of the minutes as a true record of that meeting
- 4 **VILLAGE HALL MANAGEMENT**
Report attached
- 5 **TERMS OF REFERENCE**
As detailed in 5.2, 5.2.1 and 5.2.2 of the Trust Deed
5.2 The Council shall delegate the day to day running of the Property to a Committee of the Council to be called Community Hall Committee. The following provisions apply to the Community Hall Committee
5.2.1 The Terms of Reference of the Community Hall Committee shall be
 - a) the management of the bookings of the Property
 - b) the day to day maintenance of the Property
 - c) the payment of bills up to £500 in each case (See VH Trust minutes 111 dated 18.9.17)
 - d) the representation of users of the Property
5.2.2 All cheques in payment of bills in accordance with clause 5.2.1 shall be signed by two members of the Community Hall Committee both of which must be a Parish Councillor
- 6 **FINANCIAL MATTERS**
CHEQUES FOR PAYMENT & FINANCIAL REPORT
To consider: that this Council approves the schedule of cheques and the Financial Report for the Village Hall Charity Trust subject to the requirements of our Risk Assessment Document

Bank Mandate
The only Cllr member of the VHC is Cllr Banks that can sign cheques
To consider: All Councillors of Tintinhull Parish Council to be included on the Bank Mandate.
- 7 **ANY OTHER CHARITY TRUST MATTERS**
Insurance for the New Hall and contents
Approval for the cost of PSR/PRL combined licence £149 Motion Picture licence £110.13
Defibrillator
Re-start the collections from the post box in the new wall at the village hall

