

TINTINHULL VILLAGE HALL CHARITY TRUST (No 1163176)

www.tintinhull.net

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The minutes of the meeting held on 17th September 2018.

CLLRS PRESENT: Pullen, (Chairman) Banks, Cox, Cushion, Horsington, Perham, Readwin, Stone and Trott

ALSO PRESENT: 15 members of the public and the Clerk Heather Bryant

PUBLIC QUESTION TIME

There were no questions from the public

203 APOLOGIES FOR ABSENCE

All present

204 DECLARATIONS OF INTEREST

None declared

205 TO CONFIRM THE MINUTES FOR THE MEETINGS HELD ON 16th JULY AND 6TH AUGUST 2018

RESOLVED: to approve the minutes as a true record of those meetings

206 STATUS OF THE VILLAGE HALL

The Clerk reported that Wellers Hedleys Solicitors had replied that it was their recommendation to set up a Charitable Incorporated Organisation (CIO) A CIO is an incorporate entity and can hold property and enter into contracts in its name. They recommend adopting one of the standard CIO models. The PC can choose to remain the custodian trustee and appoint trustees to represent the PC within the CIO. Alternatively, the PC can transfer ownership of the property to the CIO and appoint trustees to represent the PC within the CIO. This structure will resolve some of the inconsistencies within the current constitution.

Wellers Hedley would be happy to advise further and form the CIO for a fee of £700

After, a full discussion it was agreed to contact Community Council for Somerset for their advice

207 FINANCIAL MATTERS

AUDIT FOR 1.8.17 – 31.8.18 ACCOUNTING YEAR

The Clerk had previously sent Councillors information on the difference between a Full Audit and an Independent Examination. Under the present Charity Commission rules, the accounts are under the threshold for a Full Audit (Full Audit is required over 1 million income or expenditure) but the Council may wish to have a Full Audit. For the last two years, the Council has used the services of Albert Goodman who have provided an Independent Examination for a cost of £1,500.

It was agreed to defer so the Clerk can enquire the cost of a Full Audit from another firm of accountants

Bank Charges

Barclays do free banking for not for profit organisations of less than £100,000 debit turnover. The Clerk reported that she had had a letter from the bank informing that there will be monthly £22 bank from 20.10.18 as the account has gone over the threshold.

Cllr Stone agreed to look into this.

BARCLAYS PAYMENTS AND DATA COMPLIANCE

The Clerk reported that the Trust had been service charged £15 for August for the cash debit machine in the Coffee Shop.

Cllr Stone reported that there are two options:

- Proactive Security Service where PSS provides a dedicated point of contact at a cost of £15 a month
- Self Service using Barclaycard's Data Service Manager at a cost of £4.80 a month

Cllr Stone reported that the VHMC are looking into the Self-Service option

CHEQUES FOR PAYMENT & FINANCIAL REPORT

RESOLVED: that this Council approves the schedule of cheques

- 208 MEETING BETWEEN THE VILLAGE HALL TRUSTEES AND THE VILLAGE HALL MANAGEMENT COMMITTEE**
It was agreed to arrange an informal meeting on 20th September
- 209 CORRESPONDENCE**
Noted: correspondence received from six members of the public
- 210 QUESTIONS FROM THE PUBLIC FORUM FROM THE MEETING HELD ON 16TH JULY**
The following two questions were asked in the Public Forum which was agreed to include on the next agenda
The upgrade of the kitchen – Why was this necessary? On what basis was this done? What does the Trust hope to achieve?
Cllr Stone answered that it was necessary for a number of reasons as the kitchen is too hot, suffers from condensation and need to increase ventilation. These concerns have been made by the users of the kitchen. Also, there is limitation of what the kitchen can be used for example frying. At present it is classed as a Food Preparation Area and not a Commercial Kitchen according to the District Council. Building Control Regulations have been tightened up since the Grenfell Fire disaster
Stage extension – How much did this cost? Cllr Stone reported that it cost around £1250
- 211 ANY OTHER CHARITY TRUST MATTERS**
Defibrillator
The defibrillator is now in position on the outside wall of the Village Hall and is ready to use if the need arises. The code to open the cabinet by ringing 999 and the operator will give you the code. Then it is a matter of following the verbal instructions from the defibrillator until an ambulance arrives.
Training to use the defibrillator has already taken place but there will be more new training or refresher training later in the year.
- The Chairman adjourned the meeting for the next item until after the Parish Council meeting*
RESOLVED: Under SO 1C the press and the public be instructed to leave the room.
- 212 STAFFING**
The Clerk gave an update of the pension arrangements for the Coffee Shop Manager.

The Chairman closed the meeting at 9.45pm