

TINTINHULL VILLAGE HALL CHARITY TRUST (No 1163176)

www.tintinhull.net

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Minutes of the Village Hall Charity Trust meeting held on 21 August 2017

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

ALSO PRESENT: 4 members of the public, District Councillor Jo Roundell Greene, County Councillor Neil Bloomfield and the Clerk Heather Bryant.

100 APOLOGIES FOR ABSENCE
Received from Cllr Perham

102 DECLARATIONS OF INTEREST
None declared

103 TO CONFIRM THE MINUTES FOR THE MEETINGS HELD ON 17 JULY 2017
RESOLVED: to approve the minutes as a true record of the above meeting.

104 VILLAGE HALL MANAGEMENT

Details in the report from the Village Hall Management Group refers

1) Not to define Village Clubs

RESOLVED: To delegate this to the Management Committee to look at each case on merit

2) To approve the contract with Toolkit website at an initial cost of £645 excluding VAT with hosting costs not payable for six months. To ratify the decision under the Clerk's delegated powers in consultation with Councillors to pay an initial cost of £645 plus VAT

RESOLVED: to approve the initial costs and to ratify the decision made under the Clerk's delegated powers
Cllr Stone stated that it is scheduled to be online in September but it will not be the finished product.

3) To approve the purchase of Hallmaster for managing online bookings at a cost of £180 plus VAT

RESOLVED: to approve

4) To approve the employment of two members of staff as detailed in the Report

RESOLVED: to approve the following:

a) A part time Coffee Shop Co-ordinator/Administrator for 12 hours a week @ £10 an hour for a two-year contract.

b) Part time Village Hall Caretaker/Cleaner for 6 hours a week @ £9.00 an hour for a two-year contract

c) Not to have a bonus scheme.

105 FINANCIAL MATTERS

CHEQUES FOR PAYMENT & FINANCIAL REPORT (18)

RESOLVED: 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

106 ANY OTHER CHARITY TRUST MATTERS

Terms of Reference for a Personnel Committee

It was agreed to ask Full Council to amend the Terms of Reference as follows

To include: The Village Hall Management Committee

Interview Panel of the VHMC will consist of the Chairman of the Committee, one Committee Councillor and a Committee Member and be given delegated powers to appoint.

The Administrator and Cleaner will receive an Annual Appraisal

Cllr Horsington asked if the Council could be provided a breakdown of how the funding from the Parish Council £255 and the village funding has been spent.

A Member of the New Build Village Hall Working Group replied that all the £255 funding from the Parish Council will be spent by the end of the project.

