



Longdon Village Hall Sole Trustee

Charity no 1026177

Minutes of The Sole Trustee meeting held on Monday 6 September 2021 at 7.30.

Present: Chair Austin, Cllr Gray, Cllr Mullins, Cllr Cook, Cllr Young.

In Attendance: Cllr Behan (MHDC), K Swindells (Clerk)

- 1. Apologies:** To receive apologies and to approve reasons for absence. Cllr Griffiths, Cllr Thatcher.
- 2. Declarations of Interest:** No declarations of interest were made.
- 3. Public session:** One member of the public in attendance. No comments made.
- 4. Minutes:** To consider for adoption the minutes of the Sole Trustee meeting held on 2 August 2021. Proposed by Cllr Gray, seconded by Cllr Austin that the minutes be accepted as a true record and AGREED unanimously.
- 5. Report on the future of the Village Hall:** Cllrs expressed their thanks to Cllr Young for his very comprehensive report on the future of the Village Hall presented at the last meeting of the Sole Trustee. Cllr Young then addressed the meeting outlining a revised approach to establishing a committee to undertake the day to day running of the Hall. Advice had been sought from Worcestershire County Associations of Local Councils and the Charity Commission for their views. Cllrs Agreed this approach unanimously.
- 6. Terms of Reference for the Village Hall Committee:**

Proposed Terms of Reference for a Village Hall Committee had been circulated. It was agreed that this would be held in abeyance until the views of Worcestershire County Associations of Local Councils and the Charity Commission were known as this will have an effect on the responsibilities and business planning. It was suggested that Trustee membership on the Committee should be two Cllrs.
- 7. Bank Account:**
 - a) In order to comply with the requirements of Charity Law it was proposed that the Clerk and Treasurer of the former Trustees liaise on the transfer of the existing Village Hall account into one in the name of Sole Trustee. Agreed unanimously.



b) It was recommended that the clerk and the Treasurer of the former Trustees liaise to produce the Annual Report and Village Hall accounts for 2020/21 for the agreement of the Sole Trustee and onward submission to the Charity Commission. Agreed unanimously.

8. Lengthsman duties: Sole Trustee pays for the extra duties required by the Lengthsman for weeding & maintenance of the grassed area around the Village Hall.

Meeting Closed at 8.35

Clerk to Sole Trustee

K Swindells