

**Minutes of the Meeting of the Board of Trustees
of Washington Village Memorial Hall
held on 2nd February 2021 via Zoom**

**Present: Lorna Goldsmith (In the Chair)
Rob Gerig (Treasurer)
Pat O'Shea (Secretary)
Tracey Slaughter**

<u>Item</u>		<u>Action</u>
1.	<u>Declarations of Interest</u> There were none.	
2.	<u>Apologies for Absence</u> Alison Milner-Gulland was not present.	
3.	<u>Minutes of the Meeting Held 6th January, 2021</u> The minutes having been circulated previously were taken as read. It was PROPOSED by Rob Gerig and SECONDED BY Lorna Goldsmith that the minutes be signed as a correct record. CARRIED UNANIMOUSLY.	
4.	<u>Matters Arising</u>	
4.1	Roofing Contractors – Southern County – address to be confirmed.	PO
4.2	Annual Return to Charity Commission had been submitted.	
5.	<u>Financial Position</u>	
5.1	General Account £ 3,548.56	
	Improvement Account £ 887.33	
	Hampshire Trust £12,048.77	
	All as at 1.2.2021. £5,000 transfer from Hampshire Trust to General Account to take place in February, 2021.	
5.2	The cash flow forecast that had been circulated previously was reviewed. Rob Gerig referred to two possible Covid support grants. It was agreed that the PRS licence would now run in line with our financial year. It was PROPOSED BY Pat O'Shea and SECONDED by Tracey Slaughter that the forecast be accepted. CARRIED UNANIMOUSLY.	
6.	<u>Bookings</u> Still in Lockdown and awaiting changes to Covid situation.	
7.	<u>Covid 19 Status</u> Lockdown – no change.	
8.	<u>Hall Fabric</u>	
8.1	Roofing Contractor from Lorna Goldsmith – JPC Roofing.co.uk,	
8.2	Rear Hand Rail, Half Step and Re-decoration waiting on better weather.	
9.	<u>Task List</u> Rob Gerig Reviewing with view to changes required.	

10. Review of Documents
- 10.1 Conflict of Interest Forms – now up to date. LG and TS Conflict of Interest forms need updating.
- 10.2 Lorna Goldsmith to review H&S website to see what implications any changes may have. LG
- 10.3 Cash Flow Update – see item 5.2 above.
11. Any Other Business
- 11.1 Terms of Reference document needs minor changes, to be circulated for review.
- 11.2 100 Club – Sue Goss has circulated the Art Group with details which generated 4 new members and generally 3 existing members had taken out second numbers but we still need to design a flyer for circulation. Membership currently 87. LG
12. Date of the Next Meeting
The next meeting will be held on Wednesday 3rd March at 2.30 pm via Zoom.

PO/s
27.2.2021

Lorna Goldsmith
3/3/21.