

Minutes of the Meeting of the Board of Trustees  
of Washington Village Memorial Hall Held on  
Monday 12<sup>th</sup> February, 2024 at 2pm in the Doré Room

PRESENT: Lorna Goldsmith (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> Apologies had been received from Helen Twine.	
3.	<u>Minutes of the Meeting Held January, 2024</u> The minutes, having been circulated previously, were taken as read and with an amendment to the date to read 2024. It was PROPOSED by Tracey Slaughter and SECONDED by Lorna Goldsmith – CARRIED UNANIMOUSLY.	
4.	<u>Matters Arising</u>	
6.3	Hosts, both Freya and Natalie stepping back from hosting duties for a while. Availability of hosts is still a problem – requests for more hosts to be re-issued on social media platforms.	TS
7.1	Quiz date - Completed	
Dec		
10.1	100 Club lunch – completed.	
Dec		
10.3	Raffle Drum - completed	
10.4	Insurance – on-going.	PO
5.2	VAT – Government have announced 0% VAT for solar materials including solar panels.	
Jan		
7.2	Interior decoration – on hold pending sound proofing work.	
7.4	D-Tec invoices – investigations on-going.	RG
9.1	Public Liability cover – closed.	
9.3	Replacement of Green Doors Covered under item 9.3	
9.4	Sound-proofing – covered under item 7.1	
9.5	Electric heaters for hot water – On-going	
9.6	Installation of batteries for storage – on-going.	
9.7	Solar Panels – on-going.	
9.8	Planning Permission covered under item 9.1	
9.9	Lopping of trees – covered under item 9.1	
9.10	Location of thermostats – covered under item 9.1	
5.	<u>Financial Position</u>	
5.1	General Account: £13,213.58	
	Improvement Account: £ 2,031.08	
	Need to transfer £1200 from Improvement Account to General Account.	
6.	<u>Bookings</u>	
6.1	Regular users – no changes.	
6.2	One Off Users – 2023/24 - £4,017.75 – more than 100% of target - 2024/25 - £1,757.25 – 43.9% of target.	
6.3	Extra chairs in the Doré Room – requirements to be discussed at March meeting.	
7.	<u>Hall Fabric</u>	
7.1	Doré Room skirting – hold until soundproofing work completed.	
8.	<u>Policies for Review</u>	



- 8.1 Financial Management Policy – the policy document was reviewed, para 6 – change to number of bank accounts. Remove reference to Hampshire Trust. Changes agreed. Para 6.2 add ‘without ??? help’. Policy agreed.
- 8.2 Policy on Hiring – para 11.6 change to list of recognised non-commercial organisations – remove list but refer to information on website. 11.7 Add on case by case basis. With these changes, policy agreed.
9. Solar Energy Project
- 9.1 Project List was reviewed.
- 9.2 Lorna Goldsmith to acknowledge Rotary Club donation and advise that it would be used for the LED lighting.
- 9.3 Funding – HDC and check Rampion website again. PO
10. Any Other Business
- 10.1 Rob Gerig successor, possible BW replacement/assistant All
- 10.2 Draft Annual Return reviewed and amended. PO
- 10.3 Draft Annual Report – reviewed and amended. PO
- 10.4 Terrorism Policy – no action required until government review completed.
11. Date of the Next Meeting  
The next meeting will be held on Monday 4<sup>th</sup> March, 2024 at 2pm

PO/s 27/2/2024

*Lorna Goldsmith*  
11/3/24