

TURVILLE NORTHEND VILLAGE HALL

**Meeting of the Committee of Management to be held at the Village Hall
on Tuesday 26th April 2022 at 7.00pm**

Agenda

1. Apologies for absence

2. Minutes of Meeting held on 5th October 2021

3. Appointment of Treasurer and Changes in Banking Arrangements

Summary below, but please see attached Chairman's Report on Changes in Banking Arrangements.

Treasurer: Matthew Dawson.

Signatories to CAF Bank mandate: David Faragher, Sarah Evans and David Cairns.

Primary contact with CAF Bank: David Cairns (temporarily)

Users for online banking: David Faragher, Matthew Dawson, Sarah Evans and David Cairns.

(Payments have to be initiated by any one of the four and authorised by another of the four. In practice, a user is not allowed to initiate or authorise payments to themselves.)

4. Financial Report

a. Approval of Accounts for 2021/22

b. Insurance Renewal and Coverage

The insurance cover has increased on the basis of a new valuation report on the building and uncertainty about the applicability of VAT to any complete rebuilding costs. Please refer to the attached documents dealing with the latest insurance renewal for further information.

5. Safeguarding

There have been significant changes in the law relating to Safeguarding of children and vulnerable adults which have significant implications for trustees of charities generally and village halls in particular. There is extensive guidance from the Charity Commission (<https://www.gov.uk/guidance/safeguarding-duties-for-charity-trustees>), ACRE (Information Sheet 5 attached) and our insurance company, Allied Westminster (Renewal Invitation attached). In addition replies to questions about Safeguarding had to be given in connection with the annual report to the Charity Commission. Great emphasis is placed on the responsibilities of trustees. ACRE's guidance deals with the application to village halls – see pages 4 to 6 of the ACRE guidance, in particular, the first sentence of page 5 deals with halls which, like TNVH, hire space to other parties and a section of page 6 deals with hire agreements. In consequence, it will also be necessary to make changes to the Hall's Conditions of Hire update the Hall's Constitution to ensure that Trustees are covered by the trustee indemnity insurance and consider other changes.

6. Constitutional Amendments

Please see the attached draft amended Constitution (pages 3 and 4) to take into account Safeguarding issues.

7. Maintenance; Current and Future

a. Roof

b. Refurbishment of main hall floor

c. Heating and other electrical installation and electricity supply

8. Repairs to Northend common

9. Bookings and Lettings

10. Marketing

11. Events

Including a proposal to establish an Events Committee

12. Community Events – Queen’s Platinum Jubilee

13. Recruitment of Trustees and Volunteers

14. Date of next Meeting [October 2022]

List of Attachments to be circulated with the Agenda

- **Agenda item 2** - Minutes of Meeting 5th October 2021
- **Agenda item 3** - Chairman's Report on Changes in Banking Arrangements
- **Agenda item 4a** – Draft Accounts 2021-22 (to follow)
- **Agenda item 4d** – (1) Allied Westminster Renewal Invitation (also for Agenda Item 5); (2) Rebuild Valuation Report (e-mail); (3) Valuation Report; (4) Additional Premium Payment
- **Agenda item 5** - ACRE Information Sheet 5
- **Agenda item 6** - Draft Amended Constitution