Village Hall Committee Minutes (Charity No 305236)

Meeting held at Hadlow Down Village Hall on 10th January 2026

Present: Trustees: Sally Blyfield, Paul James,
Also Present: Sandra Richards (Bookkeeper),
Apologies: Tracey Boorman

1. **Response to Insurance Broker** - A discussion took place to decide on the response to be given to the further questions raised by the Insurance Broker. Wording for a response was drafted and it was agreed that SR would circulate this response and, if agreed, SB would then telephone the broker to discuss the response before actually sending it.

   In addition, the broker should be informed that the charity status is not a limited company as currently showing on the insurance paperwork.

2. **Information received to date from Airs on 6th January 2026** - we are still waiting the final response from Airs now that the 1995 Charity Commission Scheme has been sent to them as requested. However, from the initial response received the following actions can (or have) been taken:
   - **a.** SR to inform the bank that the status of the charity is not a Ltd company
   - **b.** SR has drafted a revised constitution based on the original 1995 document and the latest constitution document. As soon as the final response from Airs is received, she will circulate this and then it will have to be approved at a formal meeting and the charity commission updated.
   - **c.** SR has checked with the Land Registry and the lease is registered on the land registry for the Village Hall site but there is no evidence that the leasehold was vested in the Official Custodian for Charities (as per the email response received from Airs dated 6 Jan 26.
   - **d.** SB will check Charity Commission website to check and clarify the current status which is showing under the governance tab that the organisation type is listed as 'other'. Not clear what the alternatives are and also further discussion may have to be held with Charity Commission (after receiving further feedback from Airs) regarding the removal of any connection to the dissolved limited company.
   - **e.** SR would also clarify with Airs about the cost of additional advice as, in the email dated 6th Jan, they had indicated that they may have to request additional funding over and above the basic subscription. In principle, it was agreed that if further advice was sought that payment could be made.
   - **f.** Liaison with the PC – it was agreed that a meeting would only be held with the Parish Council once the outstanding issues had been clarified and, in advance of the meeting, a detailed explanation would have to be given to the PC so that the meeting itself could be decision making – clear preference was given that the meeting should be with the whole PC rather than a subset.
3. **Other matters**
   - **a.** There is a tri-party meeting scheduled between the PC, HDCC and Village Hall Committee at end of January. SB would not be available and it was agreed that PJ would represent the VH Committee at this meeting but none of the above issues

would be discussed. The main outstanding point to come from the meeting would be a clear 'cut off' date from HDCC when they would decide whether their project was able to go ahead or not as this had originally been end 2026 but has been extended again.

b. The AGM is to be held on 20th February and it was agreed that a short meeting would need to be held in advance of this to agree/approve the accounts. Date to be confirmed.