Village Hall Committee Minutes (Charity No 305236)

Meeting held in Village Hall on 21st October 2025

Present: Trustees: Sally Blyfield, Paul James
Parish Council: Michael Lunn, Peter Weston, Vicki Rutt
Also Present: Sandra Richards (Bookkeeper),
Apologies: Tracey Boorman

1. **Update on Roof** Having circulated, the insurance documents prior to the meeting, SB explained that it was not the village hall insurance cover or policy wording that was the problem. Within the last 3 years, none of the written reports on the status of the roof had reported a serious problem. However, a recent verbal report from a roofing contractor had raised a concern about the recent condition of the roof. SB explained that IF the roof was found to have deteriorated significantly since the last report, then the Trustees of the Village Hall Committee would be put in a very difficult situation due to the wording of the Insurance Policy as they could be found to be liable personally.

   Therefore, the following was agreed:

   a. The Village Hall Committee would commission a further report from a Surveyor – the cost of the report would be paid by the Parish Council reserves for the Village Hall (tbc). PW asked for a copy of the Terms of Reference for the appointment of the Surveyor to be sent to the PC prior to the appointment.
   b. Once the report was received, the following possible outcomes were discussed:
      a. If the report raised no major concerns regarding the roof then no further action would be taken.
      b. If the report raised major concerns regarding the roof then one of the following options would have to be discussed as a matter of urgency:
         i. The Hall would be closed and made safe.
         ii. The current Trustees remain on condition that the PC would have to find the funding for replacement of the roof as it is not possible to raise grant money due to conflict with HDCC fund raising
         iii. The Trustees would resign and hand the hall back to the PC for the PC to make a decision about the future of the Hall.

      All agreed that the closure of the Hall was the worst scenario for all concerned and would therefore try to work together to have a more positive outcome.