



**Kaber
Village
Hall**

Minutes Kaber Village Hall Working Group & Trustee Meeting

Monday 7th October 2024

Heggerscale 8pm

1. Attendees

L Duckett (Trustee), M Duckett, R Green, D Green, W Belsey, S Lofthouse (Trustee), J Lane (Trustee)

2. Apologies

None

3. Matters Arising

- AGM minutes to be approved at 2025 AGM
- 2023 minutes have been requested twice from the previous chair and have not been forthcoming.
- The minutes of the open meeting that took place post 2024 AGM have been accepted and approved by the committee

4. Legal

SL led a discussion on the Charity Commissions response to the proposed changes and it was agreed that the changes were administrative changes only. (copy of the response attached) Therefore the changes could go ahead.

In line with legal requirements the Trustees extended an invitation to R Green, M Duckett, W Belsey to join the working group.

Damon Green has agreed to be the 4th Trustee. SL will update the

Charity Commissions website to reflect this change.

5. Financials

An informative end of year report was produced by MD, and distributed at the AGM, which includes the financial position of the Trust. The details are available on line and a copy is on the Hall notice board.

The online banking has been completed and successfully used to make and approve payments.

The auto card machine payment unit has arrived from Barclays and awaits set up by LD.

6. Procedures

Fire and Emergency equipment weekly check will continue on Tuesday evenings with the new proformas that are to be provided by Castle Fire and Security.

The accident book is missing from the First Aid box. SL to replace

7. Work List Update

Still awaiting the survey on the Hall

Still awaiting work to be started on the front elevation. To keep the building in line with the majority of painted rendered buildings in the village, the front elevation will be painted white.

Gas – The gas tank has been removed
Two gas bottles have been delivered and secured
Alistair Hanna to connect

Kaber Village Hall sign – It was agreed to go ahead with a slate sign – DG to action

Urinal does not flush, DG and MD to check the set it up, it is assumed that the automatic flush has been disconnected.

Lighting at the front of the building is needed. JL to speak to the electrician Conner to consider options.

The Hall fire extinguishers and fire blanket have all been replaced in line with the legal requirements – They will be checked annually unless used. The Foam extinguishers will last 5 years and the Carbon Dioxide 10 years before they need to be replaced again.

9. Grants - DG awaiting results of the survey to pull a plan together.

Councillor Murry had indicated at the Kaber Parish Meeting that there were small grants available from the Eden fund - DG to look into this option.

10.Future Events and Bookings

October

- Thursday 10th - Book club - LD to host
- Friday 11th - Whist
- Sunday 13th - 11 am - Apple crushing at Egles Hut, SL to bring stew hotpot
- Saturday 19th - Soup and Sweet - decisions made on who will manage the day, make soup, bread and sweets.

November

Wednesday 27th - Kaber Craft Club will host a Christmas Wreath making event at Winton Village Hall

December

- Dominoes
- Bingo
- Carol Concert

Future plans for Thursday Club Night, with host

- Book Club - LD
- Games Night and puzzles
- Computer and mobile phones - MD
- Cookery - Air Fryer - SL
- Gardening
- Art, Paint Draw and Sip - JL
- Talks - First Air and Defib - RG
- Wine Tasting - SL
- Supporting African Education

11. AOB

Next meeting. First Monday in November. 4th

Dear Sarah,

Re: KABER VILLAGE HALL TRUST (1089964)

Thank you for your letter regarding the above-named charity. For the quickest response to written correspondence, I would advise you to use our online form for future enquiries; this is accessible via the following link: [Home · Starter Portal \(charitycommission.gov.uk\)](https://www.charitycommission.gov.uk/charity-enquiries)

I note you are looking to amend the charity's governing document. Please read the following information:

Administrative changes

Administrative changes are changes that do not require the Commission's consent.

Regulated changes

Regulated changes are typically any changes to your governing document's:

- trustee benefits clause;
- dissolution clause; or
- objects clause

In the first instance, you should refer to your current governing document for any provisions relating to making amendments.

If your governing document does not contain a power of amendment, you may be able to rely on statutory powers to make the proposed changes. Statutory powers available to charities differ by charity structure.

You can read more about the powers available to you to make amendments at the below link:

[How to make changes to your charity's governing document \(CC36\) - GOV.UK \(www.gov.uk\)](https://www.gov.uk/government/guidance/how-to-make-changes-to-your-charity-s-governing-document)

Requesting consent and notifying us of changes

To request the Commissions consent to make regulated alterations, or to notify us of any administrative amendments you have made, please complete our online form “Change Governing Document”, this can be accessed via our online portal: