

Meeting of Templeton Community Hall Trust on 17th October 2024 – Minutes

Present – Barbara Priest, Liz Burns, Kathrin Williams.

- 1) **To accept apologies for absence.** There were apologies received from Peter Morgan.
- 2) **To disclose personal and pecuniary interests in the items listed below.** No interests were declared.
- 3) **To review and accept the minutes of the meeting on 18th July 2024.** These had been previously circulated. They were accepted by all as correct and duly signed.
- 4) **To consider and agree decisions and actions on the following:**
 - a) **Hall calendar review.** There was an increase in the number of one-off bookings happening, including Span Arts and a PCC LDP consultation, as well as private parties. A new women's monthly circle was starting in October, and Gong sound meditations were returning after a couple of years away.
 - b) **Trust status update.** A resolution to change the constitution so that TCC is sole Trustee, rather than 4 individual Trustees had been agreed unanimously by email in late September. Charity Commission has been informed of change. It was agreed to formally accept the drafted memorandum of understanding between TCC and TCHT regarding the Hall and its management. It was agreed to accept the terms of reference for the new committee which would run the Hall. Finally it was noted that the solicitor reported lease registration completion was provisionally timetabled for August 2025 – information from the Land Registry.
 - c) **TCHT as employer.** TCHT was now fully registered as an employer and was paying the Caretaker and Secretary directly, as of 1st July 2024.
 - d) **Website.** The shared TCC / TCHT website had been updated to reflect the change in status of TCHT. Agendas and minutes would be uploaded there as of September 2024. A specific email was now in use for the Trust – templeton.hall.trust@gmail.com Policies have been reviewed and updated with the new Trust email, an up-to-date listing of frequent Hall users included, and Hall hire costs put onto the website.
- 5) **To agree the recent income and expenditure as presented is correct, and authorise payments.**

Invoices received / payments made in last three months or pending:

Dwr Cymru - £19.50 (monthly direct debit) from December 2023

British Gas Lite contract started 1-1-24. Payments are monthly in arrears:

£27.43 for July, £28.17 for August, £47.11 for September.

The Secretary and Caretaker were being paid monthly as per their contractual agreements.

Andrew Rees – consumables: £15.59 on 29-7-2024; £13.19 on 12-8-2024.

Zurich – Trust insurance - £190.61 paid 12-8-2024

TCC – annual lease payment £1.00 paid 12-8-2024.

OVO SEG income for 7th March to 20th June - £20.44 – received into the Natwest account 19-8-2024.

The Trustees reviewed the current financial situation of the Trust and were happy with it.

6) **Any other business raised by Trustees.**

A query about the hire charge to make for a local community group was raised, and discussed. A one-off rate for this particular situation was agreed.

7) **Date time and venue of next meeting.** It had been previously agreed to hold meetings once a quarter unless urgent business required a sooner meeting. The next planned meeting was therefore agreed for 16th January 2025, with a later start time of 7.15pm. .

The meeting finished at 7.20pm