



HILTON VILLAGE HALL 10th February in Willow Room 17:00

Date of next meeting: 9th March 2026 in Willow Room 18:30

1. Attendees and Welcome:

Trustees: Jenny Hickling (JeH), Jenny Keery (JK), Dave Hickling (DH)

Committee Members: Julie Kenward (JSK)

2. Apologies:

Trustees: Rachael Gaskin (RG), Mark Turnbull (MT), Rebecca Hammersley (RH)

Committee Members: Amii Sherwood (AS)

3. Declarations of interest:

Trustees:

JH – Hickling House

DH – Hickling House

RG – Hilton Parish Council

RH - Gracechurch

Committee Members:

JSK – HATS

4. Confirmation of Minutes: Agreed and confirmed by Trustees.

5. Matters arising from To Do List

- Andy on behalf of Bustler Market came to view the hall on Friday 6th February. He was very impressed with the hall and feels the event would be best to run using the Scout Hut carpark to maximise space and return. He is due to send AS dates to get this booked in. Two ways of raising funds: selling tickets or claiming a percentage of the profits. JK/DH suggest asking AS to contacting Bustler market to ask what their projections are. Could possibly be in excess of £1K.

JSK is concerned about monitoring those who have paid for tickets and those who haven't also there would be a cost for crowd barriers.

6. Insurance

- DAC Beachcroft have now put forward a request for payment/settlement from the third party (1st September accident) of £925.51 as recoverable losses. They are also including an extra £7,339.19 for the roof repairs, painting and fire alarm panel under a no prejudice claim. AS to update when solicitors are back in touch in the next couple of weeks. AS to ask what our cost implications are.

7. Finance

- Bank balances:
 - Current Account: £2,641.26



- Savings Account: £6,512.02 (paid £1,000 to auditors from this)
- Grant Account: £1,603.71
- Sales invoices to be paid: £2,083.60. Due dates are this Friday (13th) of which late fees will then be added to accounts and a list sent to the committee when these have been done.

8. Grants

- S106 - £7,500 for hot water tank – this has been approved at SDDC and is in processing for payment within the next 2 weeks. Hot water tank work is booked in to commence week beginning 23rd February. JH/JK queried whether the email to HPC was sent querying their procedures for grant applications and subsequent processing of. AS to update the Trustees on the situation and action immediately if not already completed.
- Bernard Sunley – unsuccessful this round
- Garfield Weston – application submitted 9th February for £56,000. This would cover the EV charger work and battery storage with extra solar panels for current flat roof.
- Cloth workers Foundation – AS is working through an application to their large capital grants scheme

9. AOB

- New hirer Root To Wellness starting at the hall 12th March in our Willow Room. Annette who is running the group is a medium.
- JH and AS to also look into hosting a Social and Community Cinema event at the hall. What would we need to host these? JSK asked trustees to look at the link sent vis WhatsApp after the last meeting
- National Minimum wage is increasing to £10.80 for 18-21 year olds and £12.71 for 21+. Trustees to propose new wages for staff. See EXEMPT MINUTES
- Room hire fees to be discussed. See EXEMPT MINUTES
- AS has requested a refund from HMRC for unused Employment Allowance for the last 4 years that we have not claimed for. It can take a few months for HMRC to come back to us so AS will keep the committee updated when anything is received. The total claimed for is circa £11k.
- Trustees would like nothing removing from agenda until it has been completed and approved for removal by the committee. The only exception is failed grant applications.
- AS to add overdue/late payers/bad debtors to the agenda.
- JK is worried about the use of fire exits main entrances and leaving doors open for long period of time when the heating is on. JH has also had incidents of antisocial behaviour with youngsters



entering the hall. AS to remind hirers to keep doors closed and locked and to use the main entrance whenever possible.

TO DO List:

1. AS to contact Andy at Bustler markets and ask for rough idea what our income would be as a percentage of takings.
2. AS to contact solicitors and ask what are costs are in relation to this claim and inform committee
3. AS to update committee whether the email has been sent to HPC about the grant process. If not, needs doing a.s.a.p
4. AS to leave all actions on the agenda until they are completed and agreed to be removed by the Trustees
5. AS to add late payers/bad debtors/overdue invoices to the agenda for committee discussion
6. AS to remind all hirers to keep doors closed and locked and to use the main entrance whenever possible.