



HILTON VILLAGE HALL 15TH June in Willow Room 18:30

Date of next meeting: 13th July 2026 in Willow Room 18:30

1. Attendees and Welcome:

Trustees: Jenny Hickling (JH), Dave Hickling (DH), Mark Turnbull (MT), Jenny Keery (JK), Neil Foster (NF), Rebecca Hammersley, Rachael Gaskin (RG),

Committee Members: Julie Kenward (JSK)

2. Apologies:

Trustees:

Committee Members: Amii Sherwood (AS)

3. Declarations of interest:

Trustees:

JH – Hickling House

DH – Hickling House

RG – Parish Council

RH - Gracechurch

Committee Members:

JSK – HATS

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

5. Matters arising from To Do List

- AS in communication with Andy from Bustler market – no further communication received from Andy as of 8th June. Current bookings 25/26 July and 5/6 September AS needs to update Trustees on progress of events (advertising, ticket sales etc)

6. Urgent Roof Leaks

- AS has started the claim process with our insurers Aviva, to get the necessary works completed on the wing corridor to ensure no more leaks.
- Freestanding screens have been purchased 8th June to split the halls into 2 smaller rooms when necessary
- Anyone using the Willow Room is to enter and exit via the room's own entrance door – they are not to come down the corridor for Health & Safety reasons
- Roof itself has been confirmed to be in very good condition. The leak itself was caused by a blocked gully following the downpours dislodging moss.
- No further leaks have occurred from Thursday 11th June
- First quote received to plaster is £1200 plus VAT
- Second quote for £3,950 but this contractor did not go on the roof and stated we need to take down the roof and rebuild it following the plaster works
- Third Quote: pending



- Window cleaner. JH has had a quote for £275 (VAT included) for cleaning gullies, atrium and all windows, price per visit. Probable one to two visit per year. JH is going to ask him if he can measure up and fit a mesh guard for the gully to prevent further blockages. JK suggested asking for a quote from ART Tutbury. JK to organise quote.
- PS is not insured to go on the roof to check the gullies.

7. Insurance

- DAC total claimed £925.51 recoverable losses + £7,339.19 – solicitor dealing with the case has escalated again for us. This is the response received 11/06/2026:
- **We are still currently awaiting a response from the loss adjusters in terms of the increase between the tendered figure and the amount paid.**
- **We will continue to escalate and chase on a regular basis. Once we have the information, we can revert back to the third party loss adjusters.**
- AS to communicate with the Committee when anything further is received
- **SEE EXEMPT MINUTES**

8. Finance

- Bank balances:
 - Current Account: £1,242.37
 - Savings Account: £5,521.71
 - Grant Account: £1,293.16
- Sales invoices to be paid: £3,365.22
- Wages to be paid: £3,3,24.49 (estimated)
- Creditors are:

Hirer	Amount
Zumba Gold	£ 200.00
Guide Dogs	£ 368.80
Socatots	£ 487.01
Hilton Parish Council	£ 295.76
District Sports	£ 200.00
Oakden Dance	£ 273.00
Gracechurch	£ 316.80
Mums & Tots (PC)	£ 218.40
SD CVS	£ 35.20
Tindles Dance	£ 970.25
	£ 3,365.22

SEE EXEMPT MINUTES



9. Grants

- Garfield Weston – application for £56,000 – no response so far
- Cloth workers Foundation – AS is working through an application to their large capital grants scheme – currently ongoing
- East Midlands Community Fund - £1,825 awarded towards new chairs for the small hall
- AS had a meeting with Business Support from East Midlands Chamber of Commerce on the 3rd June. They are looking to help with grant finding, and providing volunteers who specialise in bid-writing and content creation to entice new hirers to the hall
- JSK to proof read grant applications before they are submitted.

10. New hirers

- Three Bears Cookery – half term masterclass booked for 27th May
- An independent maker's market is coming to the hall 19th September
- Derby City Council have booked a session 23rd October in the Willow Room. (Children's Services Session)
- South Derbyshire are looking to book Tuesdays in June for Wellness Yoga sessions
- New pre-natal and post-natal class booked for Tuesday evenings and Wednesday mornings
- Tindles Dance School are currently using the Willow room and Small Hall 4 days a week.
- **SEE EXEMPT MINUTES**

11. Weekend Cleaner Job Advert

- MK has submitted notice to finish her position of Weekend Cleaner on the 1st August. Please see the attached proposed Job Advert to be circulated. Would anyone like to make any changes? Advert has been amended. JSK to email to AS to advertise.
- **SEE EXEMPT MINUTES**

12. Music Event

36 tickets sold so far for Cliff (As If) & The ShadTones – moved to the Small Hall to make it more intimate

Trustees agreed to hold event in the large hall and use the hall dividers to block the top of the hall just after the large kitchen hatch due to better accoustics. Tables with cloths\tea lights and holders to be used (provided by JSK).

Food: jackets (beans), chilli, cheese, butter prepared by AS

Volunteers: AS (and mum) here from 4pm,

RG here 4:30pm

RH here 6:30pm – 8pm?

JK here from 6pm



JH TBC
JSK/HK from 6:45

AS to buy bar stocks. We have a licence.

Rik Gaynore booked for 18th July as an Elvis Night with Disco

13. AOB

- AS has requested a refund from HMRC circa £11k. – **SEE EXEMPT MINUTES**
- AS has started to sell Party On The Park stalls. Sold 7 so far.

TO DO:

- AS to speak to Bustler and provide Trustees with update on July event.
- JH/AS to obtain third plastering quote
- JK/JH to get further window cleaning quotes (NB: if the window cleaner cannot fit a mesh guard over the gully we need to find someone who can)
- JSK to review grant applications before submission
- JSK to email job advert to AS (DONE)
- AS to buy bar stocks for Saturday.