

**TRUSTEES OF  
WEST HOATHLY VILLAGE HALL**  
Charity Registration Number: 305328

Document reference: 2126

**Minutes of the Meeting of the  
West Hoathly Village Hall Management Committee held on  
Monday 18<sup>th</sup> October 2021 at 7:30pm in West Hoathly Village Hall**

**Members**

Martin Robinson (Chairman)  
Ken Allfree (Vice Chairman)

Paul Brown  
Douglas Denham St Pinnock\*

\* denotes absence

**Also Present:**

Leanne Andrews  
Michelle Mullaney

**154) To receive apologies for absence**

Douglas Denham St Pinnock sent apologies.

**155) To receive declarations of interest from Councillors in respect of any matter on the Agenda**

There were none.

**156) To approve the minutes of the Meeting of West Hoathly Village Hall Management Committee held on the 21<sup>st</sup> June 2021 (Document Reference 2116)**

The minutes were approved and the Chairman signed them as a true record.

**157) To receive the clerk's report and note any point of interest**

The clerks report was noted.

**158) To monitor actual expenditure v budget to 30<sup>th</sup> September 2021**

The expenditure was noted.

**159) To receive an update on the rental of the Village Hall Flat**

It was noted that the tenant had now vacated the flat and that there had been a good interest in the re advertisement via Open Rent.

Viewings are to be arranged as soon as possible. Once a tenant has been agreed, referencing checks will be completed before a moving in date is set.

**160) To agree the next steps in The Village Hall Flat staircase replacement**

An update was received and after discussion it was agreed the next steps would be:

- To apply for planning permission for the replacement staircase following confirmation from MSDC.

- To submit comments and amendments to the staircase contractor.
- Once amendments have been made to the staircase drawings, they then need to be passed to the Archive Store contractor for review.
- Archive Store contractor to be asked if they can project manage the work.

**161) To note items of interest or items for inclusion at the next meeting**

Date of next meeting 21<sup>st</sup> February 2022

There being no further business the meeting closed at: 21:02

Chairman-----