**Reston Village Hall**

**Committee & Business Meeting**

Wednesday, 10th September 2025, at 7.30pm

SCIO No SCO50374

Chairman’s WelcomeBW welcomed all attendees to the meeting and expressed appreciation for their presence.Roll CallAttendees: Lynn Warholm (LW), Stephanie Patterson (SP), Logan Inglis (LI), Ged Kimble (GK), Anne Barratt (AB), Jan Stringer (JS), Bill Wood (BW), Carol-Anne McLeod (C-A), Kerry Simmonds (KS)ApologiesNo apologies were received.Approval of Minutes from Previous MeetingThe minutes of the previous meeting were proposed by SP and seconded by AB.Matters Arising from Previous MinutesThe Safeguarding Policy is now complete, with a designated safeguarding lead appointed.The Complaints Policy remains outstanding; KS will consult Naomi regarding a template.BW identified smaller card tables similar to those recently purchased; AB will conduct further research.GK reminded the committee that funds must be utilised solely for their intended purpose.

Conflict of InterestNo conflicts of interest were declared.Financial ReportNo financial report was available as GK had not received the bank statements. GK will prepare the report and send it to C-A for distribution upon receipt.GK requested that all incoming funds be clearly recorded in the minutes to streamline preparation of accounts.Information required includes: Lottery license invoice, Chubb invoice (Dec 2024, £210.05), Grant (May 2024 Benefit Fund – acoustic panels) £1,000, and information regarding supplementation of these funds.Clarification is sought on cash deposited in June 2024 (£490.00); GK asked for the pay-in slip and intends to allocate this sum to Pickleball, Summer Fete, and rental from the Community Café.GK requested copies of BT and Scottish Power invoices. AB will contact BT to obtain invoices, while C-A will liaise with Scottish Power.GK reported that submission of accounts is pending until all requested information is provided. BW thanked GK for his ongoing efforts.

Community Spaces Decarbonisation Fund ReportBW confirmed that the contractor is willing to coordinate work around existing hall bookings. No confirmed start date for the works has been established.Fundraising for the HallHarvest Show: Scheduled for 27 September 2025.Community Engagement Event: Poster is ready; date to be announced. All Village Hall users will be invited to an evening event (7:00–10:00pm) showcasing both past and current activities. Wine may be served.

Future Planned EventsLW presented a report on future bookings (attached).General BookingsLW provided an update on general bookings. Archery will resume on 24 September from 7:30pm to 9:30pm.Any Other Competent Business (A.O.C.B.)BW informed the meeting about potential funding from the Federation of Village Halls for hall running costs, including energy expenses, improvements, and best practice initiatives. BW will begin the application process and noted that a copy of the accounts may be required.LI suggested appointing a cleaner to maintain the toilets, kitchen, and entrance hall on a weekly basis, noting the availability of funds for this purpose. JS will approach JK regarding the cleaning role (2 hours per week at £12.00 per hour) and will provide feedback at the next meeting.LI requested a minimum of seven days’ notice prior to meetings. C-A apologised for the short notice.Date of Next MeetingThe next meeting is scheduled for 8 October 2025.