

ALBOURNE PARISH COUNCIL [2026]

Minutes of the meeting of Albourne Parish Council (Village Hall Management Committee) - meeting as the Trustee of the Albourne Village Hall held on Tuesday, 28th July 2026 in Albourne Village Hall.

Present: Councillor Di Smith (Chair) (DS)
Councillor Dave Robson (Vice-Chair) (DR)
Councillor Suzi Sawyer (SS)
Councillor John Spencer (JS)
Eve Gerhold/Tina Ware (EG/TW)
John Parks (JP)
Juliet Truran (JT)

In attendance: Iain McLean (Parish Council Clerk) (attending remotely by telephone link), and Gail Murray (Treasurer).

The meeting commenced at 7.00 p.m.

1. The Chairman opened the meeting and welcomed everyone present. There were no apologies for absence, and no declarations of interest from any members. It was noted that the Bookings Secretary was unable to attend.
2. **Approval of minutes of the previous meeting.** The minutes of the last meeting held on 12th May 2026 (being the annual meeting) were formally approved by those present, and duly signed off as a true record by DS.
3. It was noted that Dave Robson was appointed by the Parish Council (at its meeting on 7th July 2026) to the Committee in his capacity as a Parish Councillor. The Councillor contingent on the Committee is therefore now Councillors Di Smith, Suzi Sawyer, John Spencer, and Dave Robson (up to five places – so one vacancy) (ii) that by reason of (i) above, a vacancy arises in the number of co-opted places on the Committee. The co-opted members are therefore currently Eve Gerhold/Tina Ware, John Parks, and Juliet Truran (up to four places – so one vacancy). In terms of that current vacancy, the Committee discussed how best to proceed. It was then **AGREED** that rather than advertise the position, it should be offered to Dan Smith, who has said that he would be willing to come onto the Committee. It was noted that Dan already does a lot of work for the Committee behind the scenes. Subject

to his agreement therefore, Dan will be co-opted onto the Committee at the next meeting.

4. **Matters arising.** There were none raised on this occasion.
5. **Domestic issues.** There were none raised on this occasion, not otherwise covered later on the Agenda.
6. **Financial Statement and matters.** The Treasurer, Gail Murray, presented her report, which had been circulated to members prior to the meeting and forms part of these minutes. The current account and savings account balances were reported, and these are both in a healthy state. There was a discussion on whether to transfer some funds from the current account to the savings account, but DS mentioned that there are a few fairly large items of expenditure coming up. The income and expenditure figures were reported and noted. On a suggestion from JP, it was **AGREED** that the IT costs (e.g. Broadband invoices, and the Zoom License) should be combined under one expenditure head.
7. **Projects - Rolling list of actions.** DS went through the three lists, which had been circulated to members prior to the meeting, but the main points are-

To be agreed list – on item 20, the Wallboard issue, it was agreed that the board would be taken off the hooks on a Friday, stored appropriately, and then put back on the Monday morning. On 95, it was noted that the Parish Council is awaiting a firm proposal from the Under 5s Group as the advertising banner or notice. On 102, the paint of the gas pipe yellow is due to be done shortly in accordance with the requirements.

Completed list – Everything on this list has been completed. It was noted that the Hall cannot be an emergency centre, due to it being in constant use throughout the week.

To be completed – a number of minor jobs were allocated to members. How to deal with the bigger tasks was discussed. DS mentioned an organisation called “Cherish” who charge £38 per hour. It was felt that £20 per hour generally would be a fair rate, and this would be taken up with them, and any alternatives looked into. One priority discussed was the need to get the new toilet seat in the disabled toilet installed. This ideally needs to be coloured blue. DS has the pruning of the Walnut tree near the Hall in hand, and action has (and is being) taken to resolve the situation.

8. **Social activities. Albourne Arms (Pop-up Pub).** The pub continues to open every Friday evening for villagers and friends. There is a Charity tea party afternoon arranged for the 22nd August. A quiz night is possible with the bar, and the idea was discussed. It was agreed to aim for a date in mid October (possibly the 10th or 17th).

9. **Any other business.** DS mentioned that the boiler still needs to be serviced, and she will pursue this with the contact that she has (Ben Cook). She also has a list of other items that need doing, and she will circulate this to members after this meeting.

10. **Date of next meeting.** This was agreed for Tuesday, 29th September 2026 at 7.00 p.m. in the Village Hall, and DS will book the Hall.

The meeting ended at 8.50 p.m.

SIGNED as a true record.....

Chairman

DATED.....2026