

ALBOURNE PARISH COUNCIL [2026]

Minutes of the (Annual) meeting of Albourne Parish Council (Village Hall Management Committee) - meeting as the Trustee of the Albourne Village Hall held on Tuesday, 12th May 2026 in Albourne Village Hall.

Present: Councillor Di Smith (Chair elect) (DS)
Dave Robson (Vice-Chair elect) (DR)
Councillor John Spencer (JS)
Eve Gerhold/Tina Ware (EG/TW)
John Parks (JP) (from item 2)
Juliet Truran (JT) (from item 2)
Christopher Davies (CD) (left after item 1)

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 current Chairman opened the meeting and welcomed everyone present. Nominations for the Chairman of the Committee for the municipal year 2026/7 were called for. DR proposed Councillor Di Smith, and this was seconded by TW. There being no other nominations, **Councillor Di Smith** was duly and unanimously elected to serve as Chair of the Committee for 2026/7. After item 2 below, nominations for the Vice Chair of the Committee for the municipal year 2026/7 were called for. DS proposed Dave Robson, and this was seconded by JS. There being no other nominations, **Dave Robson** was duly and unanimously elected to serve as Vice Chair of the Committee for 2026/7.
2. It was noted that the Parish Council's members appointed to serve on the Committee for the municipal year 2026/7 are Councillors Di Smith, Suzi Sawyer, and John Spencer. It is possible that the remaining two Councillor places on the Committee may be filled later in the year. **Eve Gerhold/Tina Ware, Dave Robson, John Parks, and Juliet Truran** were nominated, and duly appointed to serve as the four co-opted members on the Committee for the municipal year 2026/7.
3. Apologies for absence were received from Councillor Suzi Sawyer, and there were no declarations of interest from any members.

4. **Approval of minutes of the previous meeting.** The minutes of the last meeting held on 27th January 2026 were formally approved by those present, and duly signed off as a true record by DS.
5. **Hall Cleaner.** It was confirmed that a new Village Hall cleaner has been appointed, and the Hall will be cleaned once a week on a Friday (after the Under 5s have left) or after a big event/occasion. The Hall is clean and tidy, and received a complement from MSDC's elections officer at the recent elections when the Hall was used as a polling station.
6. **Matters arising.** There was a discussion on the frequency of meetings of the Committee. Should this go to a two monthly cycle rather than a three monthly one? It was agreed to review this again over the course of the year, and defer the matter to a future meeting
7. **Domestic issues.** It was noted that a new toilet seat is still needed for one of the WCs. There is an issue about how to set up the Zoom link, given that Shane Axtell, who held the Zoom License, is no longer on the Committee. This should be taken up at a future Parish Council meeting.
8. **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 good state. The income and expenditure figures were reported and noted.
9. **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 – storage requirements are ongoing. It was agreed to fix radiator pipe covers, where appropriate. Incoming phone line needs to be re-positioned.

Completed list – Projector screen and overhead projector done.

To be completed – Outside lights need new bulbs installing. Hot water system needs to be checked. The front steps continue to crumble and need to be repaired to prevent further damage and accidents.
10. **Social activities. Albourne Arms (Pop-up Pub).** A few charity events are in the calendar, but all suggestions for ideas should go to the Chairman. The Village pub on a Friday evening (Albourne Arms) is doing OK, and continues to “wash its face.” There is still however, the need to advertise the Hall in a more effective way.
11. **Any other business.** The Under 5s Group requested that their hours for the use of the Hall be increased in the afternoons until 6.00 p.m. After discussion, this was

AGREED by the Committee. There was a discussion on whether to permit signage advertising the presence of the Under 5s Group to be put on the VH wall, and it was agreed to refer this up to the Parish Council. EG also mentioned that a number of parents had commented on the lack of seating benches in the Play area of the Recreation Ground, and again, it was felt that this should be looked at by the Parish Council.

12. Date of next meeting. This was agreed for Tuesday, 28th July 2026 at 7.00 p.m. in the Village Hall, and DS will book the Hall.

The meeting ended at 9.00 p.m.

SIGNED as a true record.....

Chairman

DATED.....2026