

EAST WORLINGTON PARISH HALL MANAGEMENT COMMITTEE
Minutes of Meeting Held on Wednesday 13th August 2025
7.30pm at East Worlington Parish Hall

1. Present, Apologies and Welcome:

Present: Mark Shipley (Chair), Campie Hurst Bannister (Vice Chair), Jon Houghton (Treasurer), Julie Colquhoun (Secretary), Maggie Good, Sandy Haughton, Jonathan Harford, Brian Edwards, Angie Lunn, Alice Rhodes, Phil Brown, Amanda Mastroddi, Liz Guppy, Nigel Pankhurst

Apologies: Maxine Difford

Mark welcomed our new trustee, Phil Brown, as the representative of the Parish Council, replacing Nigel Pankhurst who resigned as a trustee at the AGM on 14th May 2025.

2. Minutes:

Decision	Action
The minutes of the meeting held on Wednesday 14 th May 2025 were approved All in favour	

3. Matters Arising:

- i. **EWPH treatment of sensitive information** – It was reaffirmed that any discussions regarding any sensitive information would be redacted in the minutes as they are available to read on the public website.
- ii. **Parish Hall Constitution update** – Mark outlined again the possibility of the Committee taking over the ownership of the Hall as we already pay and are responsible for the upkeep and day to day running costs. Phil believes the Parish Council will continue to exist, even with fewer councillors, which has been a concern as the Council owns the Hall. He confirmed that two new documents are required separating the lease from the constitution.
Questions were raised also regarding the ownership of the War Memorial maintained by the Parish Council, and whether it could be bundled up with the Hall. Phil noted that although not owned by the Council, the Council now has responsibility for the War Memorial, possibly because it has been used by East Worlington residents and not solely by the landowner.
Alice queried whether the Committee would wish to own the Hall if the Parish Council continues to operate in its current form. Mark advised that financially it did not make much difference, but makes sense as we are responsible for the upkeep of the Hall, although those living in the Parish would have to be consulted and allowed to raise any concerns and an option would be required to transfer the Hall back to the Parish Council if the Committee ceased to exist.

Decision	Action
Mark to attend the next Parish Council meeting to discuss the ownership of the Hall and the requirement for a new Constitution for the Parish Hall with separate documents for the lease and trust deed	Mark

- iii. **CCTV update** – Campie confirmed that there had been no further progress. Colin Tanner has had fuel taken from his tractor recently, so there is some local crime. Angie confirmed she will discuss with the school the possibility of installing CCTV. It was noted again that the local community would have to be contacted in case of any objections. No further progress on a grant application.

4. Finance Report:

- i. **Update** – Jon reported that the **Fixed Term deposit** had been renewed so £15951.98 is now held until February 2026 with an estimated interest of £407.40. The current account balance as at 12th August 2025 was £13132.01.

The **CCLA** balance as at 13th August 2025 was a total of £7794.87 and cash in tin held was £1117.45. In total the Hall funds are £37996.31.

The **Riverside Rocks** event profit was good and improved at £1690.99.

The **income** for the financial year to date is £7061.11 and **expenditure** £4869.33, leaving a profit of £2191.78, compared to a loss of £754.25 last year which didn't include the Riverside Rocks donations of £810, which were made in a different period. Thus, a marked improvement on last year.

John advised that the improvement in profitability for the financial year to date was mainly due to **reducing maintenance costs** with improved contracts and Nigel's assistance in managing the Hall's heating. The costs reduced from £2037.93 last year to £897.64 this year for the same period.

Jon advised that Lloyds Bank has changed the account to charitable status with accompanying charges for paying in cheques etc and there were also some outstanding Hall hire invoices, which Maggie and Jon will discuss.

Campie pointed out that as the cost of thatching was dramatically increasing, the thatching fund needed to be monitored and increased, and Jon suggested the CCLA funds should therefore be kept for thatch and other maintenance.

Decision	Action
Investigate the outstanding Hall hire invoices	Jon, Julie and Maggie

5. Events:

- i. **Brunch** – monthly, recommencing on 14th September 2025.
- ii. **Riverside Rocks 4th July 2025** – As reported by Jon, the event raised £1609.99, a significant improvement on last year. Mark thanked those helped make it such a success, particularly Campie, who arranged all the raffle prizes and booked the band, Honest John, who are also confirmed for next year. Andy Colquhoun has agreed to help arrange the event next year.
- iii. **Church Fete 2nd August 2025** – It was agreed to have been an enjoyable and successful event, despite a lower attendance due to competing events and locals being away on holiday. The event, opened by Dr Owens, who came with his medical equipment for visitors to see, raised around £2200. Alice thanked Campie and Barnabas for hosting and Maggie and Simon for all their efforts arranging the event. Maggie noted that there had been a shortage of volunteers for the stalls and activities this year, so many volunteers were helping throughout the event. As there was difficulty getting refreshments to all volunteers during the event, it was suggested that volunteers ensure they have their refreshments before their shift, or at the end if on the first shift. It was also suggested that changes could be made to the layout of the fete to make it more compact and accessible. It was noted that the prices for refreshments were reasonable and had sold well. The team setting up the event were also to be thanked for their effort.
- iv. **Harvest Supper 4th October 2025** – Alice queried whether there was sufficient demand for two food-based events in October, but Campie and other Committee members believed it would still be popular and should go ahead, and Alice agreed.
- v. **Thai Curry Night 24th October 2025** – Amanda reported that there would be a caterer for the event, a local Thai food van business, and the funds raised from the raffle would be for an Alzheimer's charity and any remaining funds would be for the Hall. Bookings are to be made via the Parish Hall website.
- vi. **Film Night** – Mark reported that he had looking through the film lists and availability and agreed to send out the list to all Committee members to recommend a film.

Decision	Action
Send out the list of available films for the committee members to choose	Mark

- vii. **Defibrillator Awareness Event** – Nigel confirmed he would like to continue arranging the event and has a good relationship with South West Ambulance Service. The dates for the requested month of October have not yet been released, but Nigel has been notified that they will be shortly and noted that the service is no longer entering into any new contracts. There has been not much enthusiasm from the chicken farm for a defibrillator, so it was agreed Gidley Cross maybe a better option and position for a second defibrillator if funding became available.
- viii. **Quiz night –14th November 2025** at 7pm. Further details to follow.

ix. **Parish Christmas Lunch –10th December 2025** – Further details to follow.

x. **Any future events** – Jon mentioned that Morchard Bishop had an annual nativity scene in the village and asked if it was possible for East Worlinton to create a nativity scene in the fire hydrant shelter. It was agreed that this idea should be considered further, and Jon will therefore look at plans for the construction of a scene.

6. **Fire and Health and Safety Risk assessment and Checks:** Brian confirmed that the fire alarm and fire extinguishers were all maintained and working.

7. **Maintenance:**

- i. **Replacement windows update** - Mark reported that he had applied for a £4900 Batsworthy grant for the windows and had been sent requests for more information. Jonny confirmed he would send the quote for the window fitting to Mark.
- ii. **Oiling Parish Hall noticeboards and pillars** – Campie reported that the notice boards and pillars of the Parish Hall required sanding and re-oiling and asked for assistance. Lou Mastroddi offered to do the work, with help if required from Jon and Phil.

8. **Any Other Business:**

Jonny noted they were still waiting for improvements to his local road and Phil said he would speak to Diana regarding the condition of the village name signs. Unfortunately, a local contact is no longer with the local council at South Molton and it is difficult to get funds from the Devon County Council's Highways Department.

Mark discussed the possibility of creating an Emergency WhatsApp Group to be used in medical or other emergencies for the parish. It was agreed that Mark should contact Steve to send out a request on the Worlyweb for volunteers for the scheme.

Decision	Action
Contact Steve Baber to send out a Worlyweb request for volunteers to help set up an Emergency WhatsApp Group	Mark

9. **Date of AGM and Next Meeting:**

7.30pm on Wednesday 12th November 2025 in the Parish Hall.

The meeting closed at 9.00pm