

**Bomere Heath Village Hall Trust**  
**Bomere Heath Village Hall, Shrewsbury Rd,**  
**Bomere Heath, SY4 3PD**



**MINUTES**  
**Management Committee:**  
**Informal meeting with potential new trustees**

**7.30 pm Thursday 3 November 2022**

**Present:**

Martin Speak (Chair), Gail Speak (Secretary), Michael Keogh (Treasurer), Ann Misselbrook  
 Volunteers: Jim Evans, Jennie Cooper, Lee Miller

**Apologies:**

The purpose of the meeting was as a result of a public notice requesting volunteers to become new Trustees for Bomere Heath Village Hall Trust (BHVH).

The intention of the meeting was to provide background information for the volunteers concerning BHVH. The meeting was an informal discussion, followed by a familiarisation tour of the building.

**Areas Covered:**

- Objectives and Purpose of BHVH
- Regulatory requirements and Charity Commission
- BHVH Management Committee Responsibilities
  - Funding – key sources
    - Bookings and organisations using BHVH
    - Coffee Shop
    - Planned events
  - Financial responsibilities
  - Premises requirements.
  - Key roles : Chair / Treasurer / Secretary
- Phased approach of new trustees taking over key roles
- Main issues facing BHVH
  - Roof
  - Heating system
  - Exit doors
  - Refurb of toilet block
- Need for project management for major repair / improvements.
- Need for seeking and external funding opportunities.