

**Sparkwell Parish Hall and Playground Trust Management Committee Meeting-
Minutes**

Date: 17th November 2025

Venue: Sparkwell Parish Hall

AGM

Agenda Item	Description	Action by/who
1 and 2	Welcome Present: Lynda Thorne Nigel Thorne Peter Tremaine Rebecca Tierney Jessica Collins Mark Vinall Phil Gibson SATCO Jenny Reynolds John Reynolds Kev Smith Nicky Harris Apologies: Peter Gold	
3	Open Forum None	
4.	Constitutional Matters	Mark Vinall – To review the constitution.
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6	Financial Update Treasurers Report for AGM November 17 th 2025 Opening balance 1 st December 2024 was	

£10959.13 Treasurers account

£20,241.12 Savings account

Balance as at today 17th November 2025

£4483.85 actual balance but we are owed

£3835.20 from Rhino play who we paid up front

before we get that back as a grant so true balance is

£8319.05 in the Treasurers account

£7268.33 in the saving account.

£189.16 in the Toddler and café account

£10000 in the SATCO account for a float

We have however, purchased the following during this financial year;

New Curtains	£1977.60
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New fire doors	£3918.00
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Accountant	£300.00
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Mending of scrubber machine	£268.80
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New pathway and carpark	£ 13053.60
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Painting of hall (handyman)	£425.00
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Playgroup repairs	£295.00
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Music Licence	£593.12
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The total of large purchases and repairs is

£20831.12 plus a rather large electricity bill of

£1539.64 due to non payments and underpayments in previous months.

The lease from the School remains at £3500 a year and the car parking annual rent is just over £500 and rises every 3 years with index linking.

Our main earning group at present are the regular childrens parties and occasional large party.

The Toddler group and cafe is a small regular earner that brings in approx. £400 a month.

Our regular hirers are much depleted but continue to drip in a regular small income.

	<p>Payments due in the future are approx £2000 to the playground repairs and carpark to subsidise the grant and We will require some substantial work by a plumber as the toilets are getting rather dated and drains are getting blocked.</p> <p>But other than that there isn't too much on the horizon that needs attention.</p>	
7	<p>Correspondence –</p>	
8	<p>User Groups</p> <p>Bowls – John Reynolds</p> <p>SATCO – Nicky</p> <p>Toddler Group – Rebecca Tierney</p> <p>Bookings – Rebecca Tierney</p> <p>Farmers Market – Lynda Thorne</p> <p>WI – Jenny Reynolds</p>	<p>Bowls group is doing well. More people attending due to the winter season.</p> <p>This years panto is Robin hood running fr 1st-6th Dec. Very good going. Always look for volunteers to help out. Local people to Sparkwell and surrounding areas.</p> <p>Making a good profit every week. Openin slightly earlier at 11am to give the smaller babies some quiet time. 12:30 the older toddlers attend. 3:30 school kids attend w parents. Essence of a community day.</p> <p>Bookings have slowed down recently due Christmas and SATCO occupying the hal wedding booking went very well. Getting bookings for next year. 3 weddings already booked for next year. Also booked are dinners/ anniversary's/ new years parties</p> <p>Now running quarterly. Committee memb to share advertising. Nicky has offered to help with advertising on social media. Sis snacks are also back for the markets.</p>

		<p>WI's number unfortunately dwindling. I talks about making a friendship group. A difficult few months ahead for WI. Lynda Thome suggested to Jenny a Wednesday for a potential lunch time friendship group. Jenny Reynolds to relay this to the women of the WI.</p>
9	<p><u>Chairmans Report.</u></p> <p>Mark remarked that the committee seemed to have gelled and everyone had a job to do but it was the committees job to help each other and more hands on help was needed as it was down to just a few people every time.</p> <p>Concern was raised that only a couple of people knew how to do the bookings and admin so volunteers to shadow and learn these roles would be helpful.</p> <p><u>Voting in as Officers.</u></p> <p>Mark Vinall stepped down as chair and as no one else was willing to volunteer he was happy to do the role again and is re-elected.</p> <p>Lynda Thome Stepped down as treasurer but was happy to continue and was re-elected. There were no other candidates</p> <p>Jessica Collins stepped down as secretary and was happy to continue to carry out role and was re-elected. No one else volunteered. All members of the committee are happy to proceed with the re-elects.</p> <p>We conducted a formal committee meeting after the elections. See seperate committee minutes.</p>	
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	Next Meeting – Straight after the AGM with trustees	
	<p>These minutes will remain in draft until approved and signed at the next Committee Meeting.</p> <p>All present agree this is a true and accurate record</p> <p>Signed..... Chairperson</p> <p>Date..... 12/1/26</p>	