

Sparkwell Parish Hall and Playground Trust Management Committee Meeting- Minutes

Date: 17th November 2025

Venue: Sparkwell Parish Hall

AGM

| Agend a 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 | |

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| | <p>£10959.13 Treasurers account</p> <p>£20,241.12 Savings account</p> <p>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</p> <p>£8319.05 in the Treasurers account</p> <p>£7268.33 in the saving account.</p> <p>£189.16 in the Toddler and café account</p> <p>£10000 in the SATCO account for a float</p> <p>We have however, purchased the following during this financial year;</p> <table> <tbody> <tr> <td>New Curtains</td> <td>£1977.60</td> </tr> <tr> <td>New fire doors</td> <td>£3918.00</td> </tr> <tr> <td>Accountant</td> <td>£300.00</td> </tr> <tr> <td>Mending of scrubber machine</td> <td>£268.80</td> </tr> <tr> <td>New pathway and carpark</td> <td>£ 13053.60</td> </tr> <tr> <td>Painting of hall (handyman)</td> <td>£425.00</td> </tr> <tr> <td>Playgroup repairs</td> <td>£295.00</td> </tr> <tr> <td>Music Licence</td> <td>£593.12</td> </tr> </tbody> </table> <p>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.</p> <p>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.</p> <p>Our main earning group at present are the regular childrens parties and occasional large party.</p> <p>The Toddler group and cafe is a small regular earner that brings in approx. £400 a month.</p> <p>Our regular hirers are much depleted but continue to drip in a regular small income.</p> | New Curtains | £1977.60 | New fire doors | £3918.00 | Accountant | £300.00 | Mending of scrubber machine | £268.80 | New pathway and carpark | £ 13053.60 | Painting of hall (handyman) | £425.00 | Playgroup repairs | £295.00 | Music Licence | £593.12 |
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| | <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 | Correspondence – | |
| 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 hall 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> |

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| | | WI's number unfortunately dwindelling. I talks about making a friendship group. A difficult few months ahead for WI. Lynda Thorne suggested to Jenny a Wednesday for a potential lunch time friendship group. Jenny Reynolds to relay this to the women of the WI. |
| | <p><u>Chairmans Report.</u></p> <p>9 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>10 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 Thorne 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 separate 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..... <i>12/1/20</i></p> | |