

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

Date: February 2nd 2026 7pm

Venue: Sparkwell Parish Hall


Agenda Item	Description	Action by/who
1 and 2	<p>Welcome</p> <p>Present:</p> <p>Peter Gold</p> <p>Lynda Thorne</p> <p>Nigel Thorne</p> <p>Kevin Smith</p> <p>Rebecca Tierney</p> <p>Jessica Collins</p> <p>Nikki Harris</p> <p>Apologies: Peter Tremaine</p> <p>John & Jenny Reynolds</p>	
3	<p>Open Forum</p> <p>N/A</p>	
4.	<p>Constitutional Matters</p> <p>Peter Gold was voted in as acting chair by LT and seconded in by RT until the next AGM.</p>	
5	<p>Reading Of Minutes and Signing</p> <p>Reviewed and signed by Peter Gold</p>	
6	<p>Financial Update/ Treasurers Report</p> <p>January ended with a balance of £3407.24 in the treasurers account.</p> <p>We made a loss of £4267.35 in January due to the payment of £3835,20 going out to pay for the playground repairs before we get the grant money through.</p> <p>The Toddler and Cafe made a loss of £30 due to large payments to Bookers and the cakes being paid for up front.</p>	

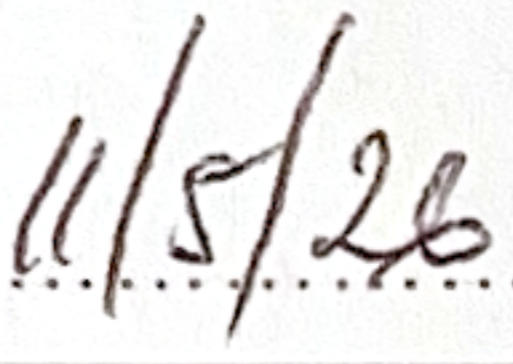
	<p>We should therefore make a profit in the next few months.</p> <p>Quite a few invoices have gone out recently for the many parties booked for March and so these should bring in a good amount around £900.</p> <p>We have at present £3061.25 in the savings account and are expecting a small profit from the Pantomime.</p>	
7	<p>Correspondence</p> <p>Mark's letter of resignation.</p> <p>The hall Wifi to be updated for £50 with same monthly premium. All voted yes for this.</p>	
8	<p>User Groups</p> <p>WI – Appologies – They are having a meeting about the future of the group as numbers are dwindling.</p> <p>Bowls – Are doing well and are a full group.</p> <p>SATCO – In the process of recruiting a new committee. Already have proposed people in place. AGM is 18th March 2026.</p> <p>Baby and Toddler Group – Doing well. Have gaged what the parents/ toddler like to eat. New faces attending. So making a good profit each week.</p> <p>Bookings – Over 100 emails just in January. A couple weddings booked for this year.</p>	
9	<p>Matters Arising</p> <p>Report on meeting of SATCO – They require confirmation about what we want as a committee in respect of reviewing the budget for the 2026 show. Lynda has confirmed that we will not interfere with what they spend, we just need to know that the accounts balance and the income covers the expected expenditure.</p> <p>Data protection policy and implementation with SATCO data – We need to discuss with the new committee data protection policies and data processor/ controller for both SATCO and the hall and where data is stored.</p>	

	<p>Position with grant - We're waiting for Rhino play to fix a couple issues which are being inspected by a director of Newnham solar before progressing with the grant.</p>	
10	<p>Matters Outstanding</p> <p>Possible purchases when grant money is through – Looking to purchase a filing cabinet to store paperwork.</p> <p>To purchase sale blind for farmers market for obvious advertising on weekends of the market.</p> <p>Get a price for a shredder.</p> <p>Committee meeting voted yes to purchasing above.</p> <p>Bar unit – Possible purchase of mobile bar. To use for panto week/ function/ weddings. Something to consider and discuss for next meeting.</p>	
11	<p>Any Other business</p> <p>SATCO Electricity – Essential outdated electrical work to be carried out for safety of the hall and SATCOS use. We have suggested SATCO to pay to excess of over £10,000 from their profit and the hall to pay the remainder. Electrician has quoted £820. We have agreed as committee to have this done. Nikki to relay this to the current SATCO committee.</p>	
	<p>Next Meeting Monday 23rd March 2026 7pm</p>	

These minutes will remain in draft until approved and signed at the next Committee Meeting.

All present agree this is a true and accurate record

Signed..........Chairperson

Date..........