

Minutes of Chedzoy Village Hall Management Committee

Held on Wednesday 20th May 2026 at 19.30

Apologies – Vanessa Edmonds, Mark Holder

Present – Steve Maxwell, Carole Edmonds, Jo Smith, Katrina Maxwell, Pat Lennard, Valarie Fry, Marion Dethier, Toby Attwood-Wright, Emma Triggol, Kerry Evert, Cheryl Harvey .

Previous minutes of meeting 1st April 2026 signed off

Matters arising –

- Pop In Management. JS advised that there had been a meeting attended by SM, JS, CE and T A-W to discuss concerns raised at last meeting by KM. CE told the committee that there had been new guidance from HMRC which reassured all that there were no additional tax implications for both Village Hall or Pop In. JS explained that there were two options that would mitigate the risk in regards Pop In being run as a stand alone entity:
 1. To continue with Chedzoy Village Hall LTD as this remains in place, the committee would need to have oversight but an official board is not required
 2. For T A-W and the committee to plan charity night, events, local community fundraising to run alongside Pop In. T A-W will also bring accounts and nominations for donations to the committee to ensure the Trustees have oversight.

JS proposed that we adopt option 2 with a plan to review in 6 months – agreed by all those present.

Chair's report – SM had nil to add

Treasurer's report – verbal update and written copy provided.

Bookings – Enquiry for Civil Ceremony had been received RY to send application to all to review.

Events –

- Flower Show – Pig roast organised 70kg and will cost £200, it will be delivered directly to baker. Marquee booked to include power, lights and stage. Evening planning working group – no meeting as yet.

Playing Field Contract – SM confirmed he would be contacting Chubb Bullied to progress.

AOB

- ET asked about renewing First Aid Training as current certificate is now out of date T A-W to ask Hannah – Wright Way Training and feedback at next meeting.
- T A-W presented Pop In accounts and confirmed charity donations since he started running. It was raised at a recent Parish Council meeting that the AED was broken and a new one was needed, T A-W proposed that Pop In funded a new one at a cost of around £800, agreed by all present. Pop In in July is going to support Blood Bikes, all agreed.
- CC to take on writing policies and procedures which remain outstanding.

Date of next meeting Wednesday 24th June 2026

Meeting closed at 21.07 hours