

## BLPC Village Hall Working Party Meeting – Agreed Outcomes

Meeting held via Zoom

7.30 pm Wednesday 9<sup>th</sup> December 2020

### Attendees:

Cllr Debbie Curnow-Ford – Chair  
Cllr Susan Garnett  
Cllr Martin Hall  
Cllr Jeanette Kirby

### Working Party responsibility

extracted from The Good Councillor's guide 2018

Working parties or 'task and finish' groups are occasionally set up for a short-term purpose. They are not subject to the strict rules that apply to formal council meetings and do not need to be held in public.

A working party cannot make a decision on behalf of the council, but they can explore options and present these to the council for a decision.

### Agenda:

- Review Working Party Terms of Reference approved at the meeting of BLPC on 27th January and agree any required future action

### Terms of Reference

- To review current documentation (trust deed, lease, title deeds, land registry entries etc.), to fully understand the rights and obligations of the village hall and the Parish Council.
  - Completed. BLPC, as the Custodian Trustee of the charity are de facto landlord. The day to day running of the charity rests with the Managing Trustees which includes agreeing leases with the Club on behalf of the council as landlord. The land at the Village Hall is currently unregistered. There is no requirement to register the land although if sold the new owner would be required to do so.
  - The responsibility to register the lease rests with the tenant (the Club) not the landlord (BLPC)
- Clarify whether the legal documentation reflects the current constitution and operation of the trust.
  - At WP meeting of 20<sup>th</sup> October, the WP BLPC members, representing BLPC in the capacity as Custodian Trustee recommended that the Village Hall Trustees review the Constitution of the Village Hall Trust and update the list of representative members. This recommendation was approved at BLPC meeting on 23<sup>rd</sup> November

- Look at the original purpose set out in the original bequeath documentation and whether this is reflected in practice.
  - Completed. The Village Hall Management Committee are running the Village Hall and managing the lease with the Liphook Club in the best interests of the Parish. However, it was noted that the Trustees need to ensure they have a business plan to ensure the long-term viability and success of the operation. At the Oct 20<sup>th</sup> meeting the WP BLPC members, representing BLPC in the capacity as Custodian Trustee recommended that the Village Hall Trustees meet with their tenant, The Bramshott Parish and Institute (“The Club”) as soon as possible to discuss
    - a. Rent review due 1<sup>st</sup> Jan 2021
    - b. The Club’s business plan to grow their business and comply with the terms of their lease

This recommendation was approved at BLPC meeting on 23<sup>rd</sup> November

- Clarification on land ownership of the village hall land and the land adjoining the village hall land.
  - Completed. BLPC, as Custodian Trustee, owns the village hall land. The adjacent land used as a car park for the Club and Village Hall is owned by the estates of the 3 original trustees of the Liphook Club. There is no evidence that ownership of this land transferred to the Club or to the Village Hall Management Trustees.
- One member of the working party shall be a current member of the village hall committee.
  - Paul Robinson was nominated to represent the Village Hall Management Committee and attended the Working Party meeting held on 20<sup>th</sup> Oct

**Agreed Outcomes:**

1. The Working Party members agreed that the objectives and purpose of this Working Party had been achieved. The WP can now be dismissed.
2. At the Oct meeting, WP BLPC members, representing BLPC in the capacity as Custodian Trustee recommended that the Village Hall Trustees actively investigate becoming a Charitable Incorporated Organisation (CIO), a benefit of which is limited liability for the trustees. This recommendation was approved at BLPC meeting on 23<sup>rd</sup> November.

The Trustees have confirmed they are investigating this.

**If they become a CIO, does this replace the role of BLPC as Custodian Trustee?  
Does ownership of the village hall land transfer from BLPC to the new CIO?**

**The WP requests that BLPC EO investigates this matter with BLPC solicitor and the Charity Commission and advises BLPC of any implications and potential changes of ownership.**

3. The WP Chair, as BLPC Representative to the Village Hall Management Committee, will contact Mr Paul Robinson to advise him of the outcome of this meeting, obtain an update from the Management Committee as to progress with the Club compliance with the terms of the lease and report to the BLPC meeting on 21<sup>st</sup> December
4. The BLPC Representative to the Village Hall Management Committee will continue to attend meetings, and report back progress, requests, and concerns to BLPC. The next meeting is the AGM scheduled for Fri, 22<sup>nd</sup> January 2021

### **Future Meetings**

BLPC Full Council – Mon 21<sup>st</sup> December

Village Hall Trustees Committee AGM – Fri 22<sup>nd</sup> January

END

Debbie Curnow-Ford

9<sup>th</sup> December 2020