



MINUTES of the Parish Council Meeting
as Sole Trustee of Brantham Village Hall (Charity Number 268836)
Held on Wednesday 04 February 2026, 8.35pm in Brantham Village Hall

PRESENT: Cllrs Mal Bridgeman (Chair), R Chamberlain, L Cherry, M Clark, J Heywood, A McCraw, E Osben.

IN ATTENDANCE: Sarah Keys (Parish Clerk)

- 1. APOLOGIES FOR ABSENCE** – Apologies were noted from Cllrs Donaldson, Chatfield and Edevane.
Council consented to accept the apologies submitted, aif.
- 2. DECLARATION OF INTERESTS** – none declared
- 3. WRITTEN APPLICATIONS FOR DISPENSATIONS** – none received
- 4. MINUTES** - Members considered the minutes from the Trustees Meeting held on the 05 November 2025. **It was resolved to approve the minutes as a true record of the meeting.** They were duly signed by the Chair.
- 5. VILLAGE HALL GOVERNING DOCUMENTS**
 - a) To review/approve the updated Terms of Reference for the Village Hall Committee – Members reviewed the Terms of Reference that had been circulated. **It was resolved that the Terms of Reference should be approved and adopted, aif.**
 - b) To formally agree to amend and update the Village Hall Governing Document – Cllr Cherry noted that the current Governing Document was outdated. **It was resolved that the Village Hall Governing Document should be updated and amended where necessary, aif.**
 - c) To formally approve the adoption of the updated Governing Document – Members reviewed the updated Governing document that had been circulated and Cllr Cherry provided an overview of the changes. Following discussion **it was resolved that the updated Village Hall Governing document should be approved and adopted, aif.**
 - d) To consider/agree any next steps as necessary – none.
- 5. ANY OTHER BUSINESS** – none
- 6. DATE OF NEXT MEETING** – the date and time of the next meetings were agreed as follows:
 - Tuesday 14 April 2026, following the Parish Council meeting
 - Wednesday 02 September 2026, following the Parish Council meeting.

Meeting closed at 8.46pm

SIGNED.....DATED.....