

Upper Heyford Parish Council

 Location: UH Village Hall
 Date: 26th March 2025
 Time: 7:15pm – 8.20pm

Extraordinary Meeting Minutes

Present: Chair: Paul Weaver, Councillors: Chris O'Malley, Bryony Johnson, Derek Burrows, Mark Hiles

Apologies: Councillors: George Stephenson, Clerk: Sarah Morgan-Harris

Code of Conduct: The Chair reminded Councillors of the code of conduct requirements under the Localism Act of 2011

Consideration of Dispensations: None

To discuss the Village Hall Charities Commission and overall governance.

Council was addressed by several members of the community, including Simon van Zwanenberg (Trustee of VH), Pete James (Trustee), Emma Measures (Trustee), Jo Allen and Mary Goodman. Also present were Graham Wilson and Sarah Burrows.

The VH was handed over by the Parish Council, to the trustees in 1965 at the time of the construction of the building and was also registered with the charities commission. The Charity was given a 99 year lease and that lease is the governing document of the Charity.

Cllr Johnson looked up the Land Registry and confirmed that the building does belong to the Parish Council, along with the entire playing field and children's play area.

The Amenities Committee was set up in 2010 due to the large amount of community work and organisations that were operating at the time, however the requirement for this has dwindled since the reduction of these clubs and societies. Simon van Zwanenberg continues to act as treasurer for the overall group of funds that are raised by the ongoing groups, a non exhaustive list is below –

- Annual Fireworks
- Healthy Heyford
- Warreners (No longer operating)
- Football Club (No longer operating)
- Race Nights (No longer operating)
- Beer Festivals (No longer operating)

Sarah Burrows, Clerk to the Council
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The 2 existing trustees present at the meeting agreed to resign and it was agreed that a third trustee, no longer resident in the village, was to be removed.

Cllr Weaver, Graham Wilson and Sarah Burrows agreed to be appointed as new trustees so we have an active team in the interim. Simon van Zwanenberg remained as trustee.

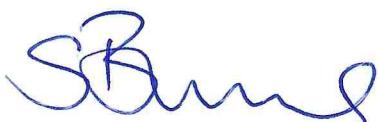
Action Items

Action items	Owner(s)	Deadline	Status
Source a copy of the lease for the VH	Ian Lough Scott ASAP		Awaiting an update
Submit overdue accounts	Simon van Swanenberg	ASAP	Accounts submitted
The Future of the VH	VH Trustees	Ongoing	The VH trustees to decide where it could be possible for the PC to become Sole Trustee, Custodian Trustee or continue to have the AMC committee run the VH on their behalf

Signed



Paul Weaver, Chair



Sarah Burrows, Parish Clerk

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