



Dear Trustee,

Village Centre Charity Meeting

Trustees are requested to attend a **meeting of the HURSTPIERPOINT VILLAGE CENTRE CHARITY** (Charity No 305265) to be held **on Thursday 27 November 2025, following the conclusion of the Parish Council meeting which starts at 7.30pm**, at the Hurstpierpoint Village Centre. Members of the public are invited to attend the meeting.

Sarah Groom - CLERK TO THE TRUSTEES

Friday 21 November 2025

AGENDA

1. **Apologies for absence:** To receive and accept apologies for absence.
2. **Declarations of Interest:** To receive and accept declarations of interest.
3. **Previous Minutes:** To receive and review the minutes of the annual general meeting held on 24 July 2025.
4. **Half Year Village Centre Budget Monitoring:** To review and assess the Village Centre's financial position at the half year stage, as recommended by the Parish Council's Finance Governance and Estates Committee, and agree any actions or remedies required.
5. **Village Centre Budget Monitoring:** To review and assess the Village Centre's financial position at the seven month stage and agree any actions or remedies required.
6. **Charges Review for 2026/27:** To review the briefing note setting out the schedule of annual charges for 1 April 2026 to 31 March 2027 for adoption.
7. **Budget Setting 2026/27:** To review and assess the budget requirements for 2026/27 for adoption.
8. **Feedback on the Trustees Training:** To feedback any comments following the Mulberry training session on 6 November 2025 noting any actions for improvement i.e. Reclaim VAT for last four years via Parish Councils 126 VAT Claim mechanism permitted under Section 23 of the 1994 VAT Act, create a handover/governance manual for the charity, formally adopting Parish Council policies for the charity.
9. **Hurstpierpoint Society Grant:** To consider the offer made by the Society to donate £500 towards the cost of £1796 that is required to repair the benches outside the Village Centre. The Society also requested a plaque be placed on the benches acknowledging their contribution.
10. **Date of Next Meeting:** To agree the date of the next meeting of Trustees proposed as 26 February 2026, to follow the conclusion of the Parish Council meeting which starts at 7.30pm.