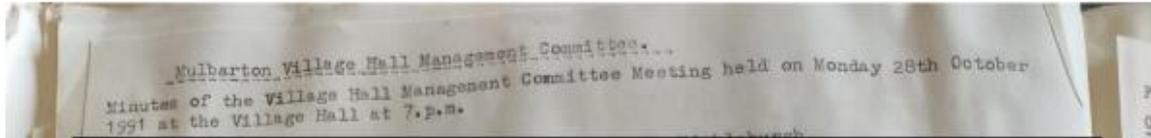
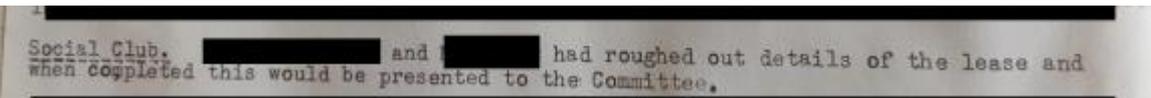


October 1991

Two Parish Councillor volunteers drafted operating conditions for the Social Club, with a view to VH, PC and SC all signing agreement. There is no record of professional advice being sought or received.



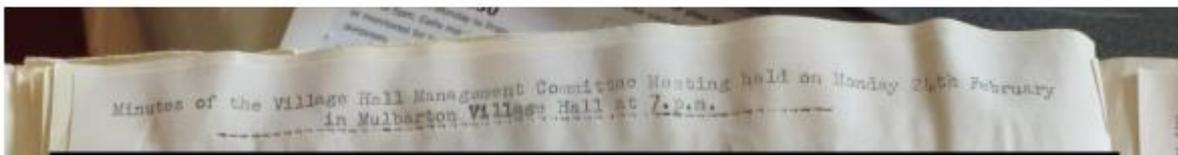
Mulbarton Village Hall Management Committee...
Minutes of the Village Hall Management Committee Meeting held on Monday 28th October
1991 at the Village Hall at 7.P.M.



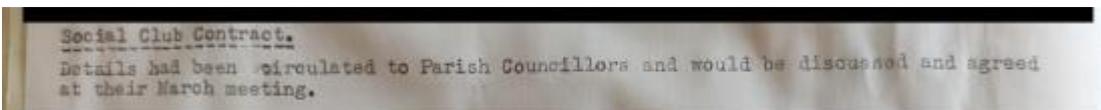
Social Club. [redacted] and [redacted] had roughed out details of the lease and when completed this would be presented to the Committee.

February 1992

The draft had been circulated to Parish Councillors for discussion at March meeting



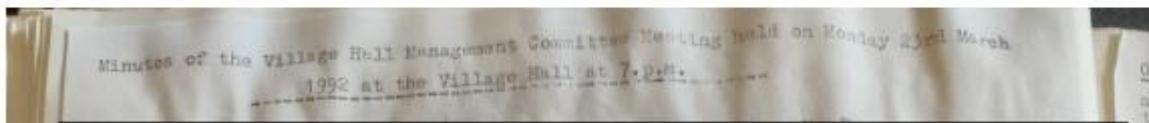
Minutes of the Village Hall Management Committee Meeting held on Monday 24th February
in Mulbarton Village Hall at 7.P.M.



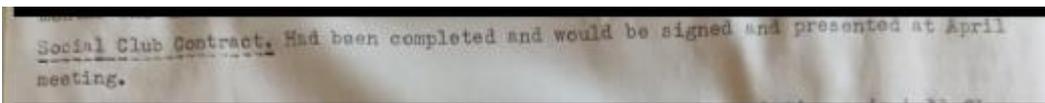
Social Club Contract.
Details had been circulated to Parish Councillors and would be discussed and agreed at their March meeting.

March 1992

Draft had been completed and would be signed and presented at April meeting.



Minutes of the Village Hall Management Committee Meeting held on Monday 23rd March
1992 at the Village Hall at 7.P.M.



Social Club Contract. Had been completed and would be signed and presented at April meeting.

April 1992

MULBARTON PARISH COUNCIL

NON-NEGOTIABLE OPERATING CONDITIONS FOR
MULBARTON VILLAGE HALL MANAGEMENT COMMITTEE AND
MULBARTON SOCIAL CLUB

HISTORY

It is important and relevant to this document that a history of Mulbarton Social Club is understood.

When Mulbarton Parish Council constructed the new village hall it was decided that the inclusion of a bar would generate income for the day to day up keep of the hall, for future facilities, and, when these needs were fulfilled, to support other village organisations. To alleviate unavoidable administrative problems the Mulbarton Village Hall Management Committee formed a separate committee to oversee the running of the bar. This committee became known as the "Mulbarton Social Club Committee". The rules of this Committee were then formulated as a necessary part of the legal requirement of the Registration Certificate granted by the Licensing Justices.

ESTABLISHMENT

The building and furnishing of the Social Club was made possible by investment of funds by Mulbarton Parish Council and later supported by a loan (since repaid) from the Greene King Brewery.

PROPERTY

Therefore it is important to understand that all buildings, fixtures, fittings, furnishings and all other property, unless privately owned and temporarily kept at the premises, remain the property of Mulbarton Parish Council. This naturally includes all buildings and all property subsequently purchased from profits made from the original investment. However, this does not include items donated to other organisations.

INCOME

The income and all profits from the Mulbarton Social Club remain the property of Mulbarton Parish Council, but may be used as aforesaid, by the Mulbarton Social Club if covered in the rules of the Club as outlined.

MANAGEMENT

The day to day running of the Club, including the control of the finances is entrusted to the Mulbarton Social Club Committee provided that this is done within the original guidelines of the establishment of the Club and subject to the rules of the Mulbarton Village Hall Management Committee and also subject to the prompt and regular payment of a licence fee, the amount of which will be decided and varied when necessary by the Mulbarton Village Hall Management Committee. Whilst the size of the Committee of the Mulbarton Social Club shall be determined by its rules; from the first day of April, 1992, if it so wishes, the Mulbarton Village Hall Management Committee may appoint 25% of the total of the Mulbarton Social Club Committee. (The total number including its officers). Mulbarton Parish Council exclusively reserves the right, without notice or penalty to themselves, to close the Mulbarton Social Club where there is any infringement of these conditions by the Club, its serving Committee, its staff, its members or their guests, or where the Club or any related event is not organised and run in a correct and decent manner or where any embarrassment might be caused by any activity, behaviour or mismanagement to the said Mulbarton Parish Council or the parishioners of Mulbarton.

Except when otherwise decided by Mulbarton Parish Council, the overall management of the complex known as Mulbarton Village Hall and all adjacent facilities owned by Mulbarton Parish Council which are recognised as forming part of the village hall complex, is entrusted to the Mulbarton Village Hall Management Committee.

These conditions remain in force and may not be altered or varied except by the said Mulbarton Parish Council.

Those persons who append their signatures below acknowledge receipt of these conditions and must undertake to pass on to any successor in their post, these conditions in their entirety. In the event of any change of person in any post, no change of signature will be necessary unless these conditions are varied or updated by the said Mulbarton Parish Council.

Dated:

..... Chairman, Mulbarton Parish Council

..... Clerk, Mulbarton Parish Council

..... Chairman, Mulbarton Village Hall
Management Committee

..... Secretary, Mulbarton Village Hall
Management Committee

..... Chairman, Mulbarton Social Club

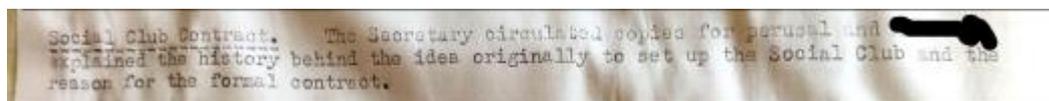
..... Secretary, Mulbarton Social Club

April 1992

VH Trustees had first sight of the Operating Conditions, after it had already been signed. No vote was taken.



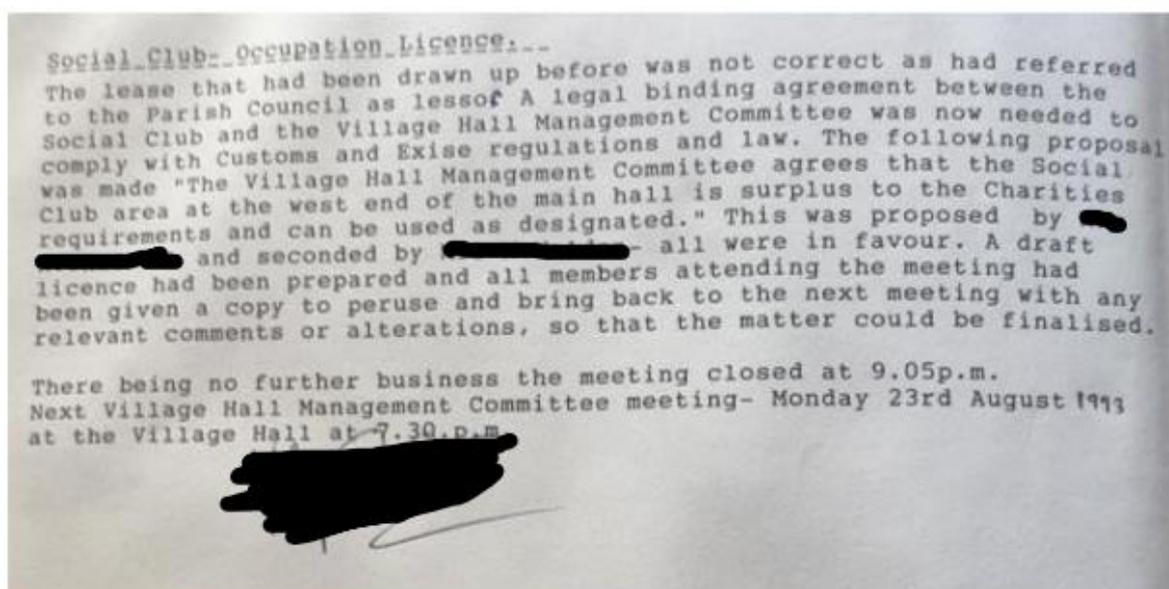
Minutes of the Mulbarton Village Hall Management Meeting held at the Village Hall on
Monday 27th April 1992 at 7.p.m.



Social Club Contract. The Secretary circulated copies for perusal and [redacted]
explained the history behind the idea originally to set up the Social Club and the
reason for the formal contract.

July 1993

The lease that had been drawn up by local volunteers, without legal compliance checks, was found to be incorrect and unlawful, and had to be changed to comply with HMRC regulations and law.



Social Club- Occupation Licence:-:-
The lease that had been drawn up before was not correct as had referred
to the Parish Council as lessor. A legal binding agreement between the
Social Club and the Village Hall Management Committee was now needed to
comply with Customs and Exise regulations and law. The following proposal
was made "The Village Hall Management Committee agrees that the Social
Club area at the west end of the main hall is surplus to the Charities
requirements and can be used as designated." This was proposed by [redacted]
[redacted] and seconded by [redacted] - all were in favour. A draft
licence had been prepared and all members attending the meeting had
been given a copy to peruse and bring back to the next meeting with any
relevant comments or alterations, so that the matter could be finalised.

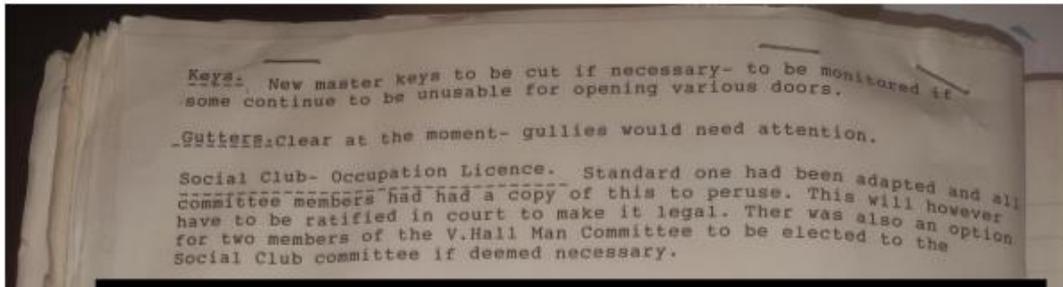
There being no further business the meeting closed at 9.05p.m.
Next Village Hall Management Committee meeting- Monday 23rd August 1993
at the Village Hall at 7.30 p.m.

[redacted signature]

"The lease that had been drawn up before was not correct as had referred to the Parish Council as lessor. A legal binding agreement between the Social Club and the Village Hall Management Committee was now needed to comply with Customs and Excise regulations and law... A draft license had been prepared and all members attending the meeting had been given a copy to peruse and bring back to the next meeting with any relevant comments or alterations, so that the matter could be finalised."

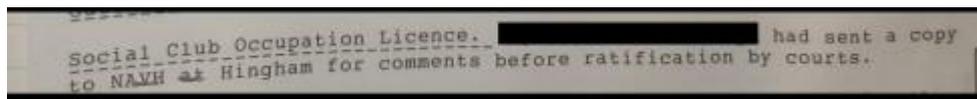
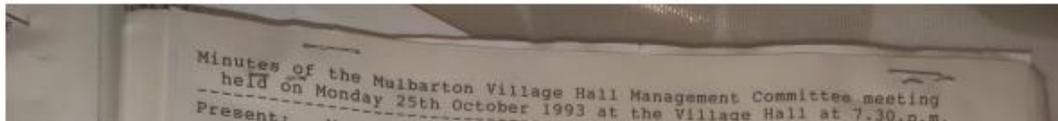
August 1993

The model template for Village Hall Social Clubs had been circulated to all trustees and was to replace the faulty agreement, after external advice and due legal compliance checks had completed.



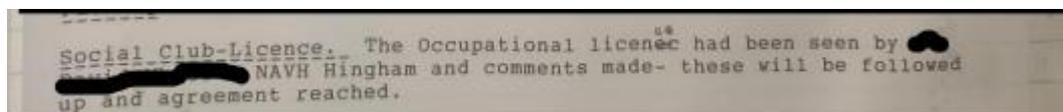
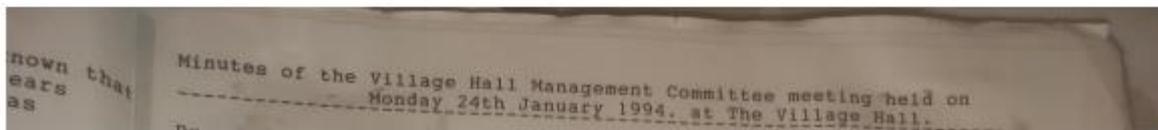
October 1993

Advice from Norfolk Association of Village Halls sought on the new draft, before seeking the authority of the court for the corrected agreement.



January 1994

Advice taken on board from NAVH, and amendments to be made



12th April 1994

New license now prepared and about to be signed.

