

The Village Hall

MILBORNE ST ANDREW DT11 0JX

www.milbornestandrew.org.uk/villagehall

Registered Charity No. 301153



Notes of the Trustees' Committee Meeting February 24th 2021, at 7.30pm on Zoom

Present: Sarah Ryan, Ed Frost, Rose Frost, Linda Wright, Barbara Rawlings, Sandie Sach, Alison Riddle, Gren Davis, Jenny Balcon, Tanya Head

Apologies for absence: Eric Crichton,

Minutes of the previous meetings and matters arising:

The minutes of the previous meeting in January 2021 were approved.

Matters arising:

- **Zip wire:** this has been done and report submitted. Paul has quoted £880 to replace all the boards; it was agreed to replace some of the boards as previously quoted. ACTION SARAH
- **Swing seats:** Gren had sent details of swing seats for the less abled and it was agreed the one by Caledonia Play was the best. Gren will contact them to ensure that it will fit and then Ed will order it. Alice Harrell is donating £100 towards the cost. ACTION GREN & ED
- **The floor:** Ed is to arrange and pay for survey. ACTION ED
- **The gutters** these have been done. It would seem that the soak-aways are blocked. Barbara recommended Cranford Drains so Gren will contact them. ACTION GREN
- **Out of date stock:** Sandie will check if any left. ACTION SANDIE
- **Bins:** Gren has ordered two new bins which have now arrived. He will take the old ones away.

2. Correspondence and communications:

- As per emails it was agreed to allow Coastal Pizza to use the carpark every Tuesday. First date is 9th March.
- ArtsReach have asked if there could be a person to co-ordinate events for children and young people. Sarah has put out requests but no-one has come forward.

3. Finance: The finances are in a good condition.

- **Local restriction support grant:** we have received a further £1,344 up to 15th February and payments at a similar rate will continue until business returns to normal. Our income for the hire of the hall in a normal year is around £15,000. In 2020 this was £5,000 and to date there has been no income. There are however still the on-going expenses.
- **Ladybirds:** with the local restriction grant that we are receiving it was agreed to give the Ladybirds a rent holiday until September when it is hoped that their numbers will be up and things more back to normal. Ed will let Paul Tasker know. ACTION ED

- Ed has had no electricity bill from SSE we do have a contract with them though they say we don't. He will continue to pursue it. ACTION ED
- **Amazon smile:** we have received £6.40
- **Electricity charging points:** Ed has suggested that we look into having an electric charging point for cars at the hall. After a general discussion it was agreed to look into this. Ed will contact the PC and liaise with Gren. ACTION ED

4. Management: Alison has said that she will continue as booking secretary for the time being. Kelly does not wish to join the committee.

- **Covid:** with the regulations easing the date for indoor entertainment is at the moment 17th May. This includes sports. We will look at resuming film night in June and/or July. All the items put in place will need to be checked.
- **AGM:** it is hoped to hold this July 28th. Linda will ensure that it is in The Reporter in time. ACTION LINDA

5. Maintenance:

Fence: it was agreed that this does need replacing and moving, with the brambles cut down. Sarah will ask Paul. ACTION SARAH

6. Forthcoming events: Alison said that an 80th birthday party has been booked for the end of July.

7.AOB: Barbara had received info on safe guarding training. Looking at our safeguarding Edwina Hill is the council rep, Barbara will find out the current person and Ed will change the website. ACTION BARBARA.

Alison also stated that Alice is still on the Google account Ed will change this. ACTION ED

8. Future meetings

Wednesday 24th March at 7.30 pm. This will be zoom meeting again. Also, April 28th May 26th, June 23rd & July 28th for AGM

The meeting finished 8.40pm

Standing Business Schedule

Meeting	Main Business
January	Set Budget and Rents
March	Agree Annual Report
April	AGM
May	Agree Year Plan / actions from AGM
July	Review Safety & Business Risks Undertake Safety Risk Assessment
November	Consider DRAFT Budget (for following year) / take user views

Milborne St Andrew Village Hall - Accounts 2021

February			
This month			
Balances at end of last month		Income	
Santander	£ 33,618.08	Rent	£ 17.33
Petty cash	£ 65.09	Films, etc	£ -
TOTAL at end of last month	£ 33,683.17	Fund raising	£ -
		Bar	£ -
		Donations	£ 6.40
		Grants	£ 7,335.00
			£ 7,358.73
Balance at bank (end of last month)	£ 33,618.08	Expenditure	
Deposits this month	£ 7,358.73	Utilities	£ 60.27
Payments this month	£ 1,587.19	Insurance	£ -
TOTAL Santander	£ 39,389.62	Misc licences	£ -
add Petty cash	£ 65.09	IT costs	£ 21.00
Grand TOTAL this month	£ 39,454.71	Sundries	£ -
		Cleaning	£ 279.04
		Hall Maintenance	£ 675.00
		Grounds Maintenance	£ 311.88
		Playpark Maintenance	£ 240.00
		Capital spend	£ -
		Film costs	£ -
		Fund raising	£ -
		Bar	£ -
			£ 1,587.19
Difference (Income - Expenses)	£5,771.54	Difference	£5,771.54
This year so far			
Balances (end of 2020)		Income	
Santander	£ 32,912.46	Rent	£ 17.33
Petty cash	65.09	Films, etc	£ -
TOTAL at start of this year	£ 32,977.55	Fund raising	£ -
		Bar	£ -
		Donations	£ 6.40
		Grants	£ 8,302.36
			£ 8,326.09
Balance at bank (end of December 2020)		Expenditure	
Santander at end of 2020	£ 32,912.46	Utilities	£ (42.13)
Deposits this year	£ 8,326.09	Insurance	£ -
Payments this year	£ 1,848.93	Misc licences	£ 20.00
Current balance at Santander	£ 39,389.62	IT costs	£ 42.00
Petty cash	£ 65.09	Sundries	£ -
CURRENT GRAND TOTAL	£ 39,454.71	Cleaning	£ 602.18
		Hall Maintenance	£ 675.00
		Grounds Maintenance	£ 311.88
		Playpark Maintenance	£ 240.00
Reserved for Playpark development	£ 6,488.77	Capital	£ -
Available for Village Hall	£ 32,965.94	Film costs	£ -
		Fund raising	£ -
		Bar	£ -
			£ 1,848.93
Difference (Income - Expenses)	£6,477.16	Difference	£6,477.16
Commentary			
Grants: Covid 19 Grants from DCC / Gov			
Hall: Gutter repairs			
Grounds: 2 x new litter bins			
Playpark: Zip wire inspection / service			