

# The Village Hall

MILBORNE ST ANDREW

## Notes of the Trustees' Committee Meeting April 28<sup>th</sup> 2021, at 7.30pm on Zoom

**Present:** Sarah Ryan, Ed Frost, Linda Wright, Barbara Rawlings, Sandie Sach, Gren Davis, Ian Karley, Jenny Balcon, and Tanya Head

**Apologies for absence:** Eric Crichton, Rose Frost, Alison Riddle, and Sue Dawson.

### Minutes of the previous meetings and matters arising:

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

#### 1. Matters arising:

- **Zip wire:** Do not know if Paul has done this yet.
- **Swing seats:** Linda put an item in the Reporter but if no-one does require a swing for their child then an ordinary one will be put there. Gren had enquired about refurbishment of the basket swing. There is a kit approx. £170 but it isn't certain if it would be compatible with ours. The company would charge for a site survey (unless they were in the area) and it would cost about £250 for them to refurbishment. A new one would be in the region of £700. It was agreed that the swing would be monitored until it really needs replacing probably next year.
- **The floor:** was inspected and the woodworm is extensive. It will cost £2700 and it was suggested they also look at the stairs and loft floor when they do it in the half term.
- **Benches:** rather than another bench it has been agreed to have a wheelchair friendly picnic bench. With PC agreement the donors for the bench will put their money toward this, viz two at £50.00 and the PC matching this at £100. Alice Harrel is happy to donate £100 towards this. Barry Bright will supply at £350. There will be a plaque on the bench.

#### ACTION ED

- **Kitchen:** Jenny has contacted several firms and two further local companies were suggested – Frome Valley Kitchens & Kitchen Style.

#### 2. Correspondence and communications: nothing received.

**3. Finance:** The finances are in a very good condition at £48,383.76 and have been audited.

- **Covid restart grant:** this has been received - £8,000
- **Smart Meter:** this is being installed this week.

Ed pointed out that we should keep a safety net of £18,000 - £20,000.

#### 4. Management:

- **Covid:** with the regulations easing the date for indoor entertainment is at the moment 17<sup>th</sup> May. Sandie and Barbara will go through wording of documentation to make sure it is correct for current guidance. ACTION SANDIE & BARBARA
- **CIO:** still awaiting one answer.
- **Annual Report:** this has been sent to Charity Commission.
- **Electricity charging points:** no real progress on this. There is a possibility that money could be obtained from an organisation “change my street” where communities fund projects. Our name is now on their list. It was agreed that as more and more emphasis is put on electric vehicles there will be more grants and companies eager to install charging points.
- **Car park:** the amount of space has always been an issue and if two places are going to be used for charging then now is the time to think about enlarging the space. Ed had circulated some plans for extending up to 10 metres. This was agreed in principle but it would depend on cost and planning permission. The soak – away could be done at the same time. Ed will look into it. ACTION ED
- **Solar panels:** the roof is the perfect aspect for panels. Low Carbon Dorset was suggested. ACTION SANDIE

#### 5. Maintenance:

- **Regular checks:** Ian has agreed to do this. He has a list of things to check and will compare it with one that Sarah has and what Roy used to do to make sure all things are covered. ACTION IAN, SARAH & SANDIE
- **Disabled toilet:** Ian reported that the leak in the ceiling is getting bigger so will have a look to see why. Flat roofs are always problematic. ACTION IAN
- **Ceiling tiles:** Ian has been unable to only purchase one. Gren thinks that it may be possible to buy part packs. ACTION GREN & IAN
- **Sheds:** these had been done.

#### 6. Future Events:

- **Polling day:** on 6<sup>th</sup> May. The council will do their own sanitising. The committee room needs to be cleared on the 5<sup>th</sup> and things moved back at the weekend. Liz will be asked to take all she needs into the hall. ACTION – GREN, ED, IAN, SANDIE, SARAH.
- **Parish Council:** meeting on 23<sup>rd</sup> June. They had queried about paying for extra time for setting up; it is standard practice at the hall.
- **Line Dancing:** are returning. The pizza van will be asked to park on the field. ACTION SARAH
- **ArtsReach:** an open-air event Saturday 26<sup>th</sup> June “Oh Mary”
- **Film night:** suggested date Friday 2<sup>nd</sup> July; will need a crowd-pleasing film

# The Village Hall

MILBORNE ST ANDREW

7. **AOB:** Ed has found the hot tap running in the gent's toilet on two occasions. Sarah will ask Kelly if she has found it running. Gren will ask Jess to talk to Liz. ACTION SARAH & GREN

8. **Future meetings:**

May 26<sup>th</sup>, June 23<sup>rd</sup> & July 28<sup>th</sup> for AGM

The meeting finished 9.15

### 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