

The Village Hall

MILBORNE ST ANDREW

Notes of the Trustees' Committee Meeting September 22nd 2021, at 7.30pm at 3 Huntley Down

Present: Sarah Ryan, Ed Frost, Rose Frost, Linda Wright, Sandie Sach, Ian Karley, & Tanya Head

Apologies for absence: Eric Crichton, Sue Dawson, Barbara Rawlings, Jenny Balcon, Gren Davis,

Minutes of the previous meetings and matters arising:

The minutes of the previous meeting of 28th July 2021 approved.

1. Matters arising:

- **Zip wire:** flooring all done.
- **Slide steps:** these are now in place.
- **The floor:** paid in full.
- **Roof:** Ian has cleared guttering but all pipes need jetting which Ian will arrange. *ACTION IAN*
- **Ceiling tiles:** Gren will take down to hall to be installed. *ACTION GREN & IAN*
- **Kitchen:** All installed. The total cost was £5640 a little over quote but included upgrade on worktop and taps, a new fridge and blinds. **The dishwasher** was bought by the pub for £200. Ed will write to the organisations that gave a donation for it. *ACTION ED*

2. Correspondence and communications: nothing received.

3. Finance: Big expenditure has been the kitchen refurbishment. Also £1700 for the new steps. Kelly has been given a pay rise, as agreed, back dated to April.

4. Management:

- **CIO:** All paperwork now with solicitor.
- **Ladybirds:** the committee room has been cleared so that it could be used as an office. Thanks to Alison for doing this.
- **Safety Risk & Business Risk review:** This should have been carried out in July. Ian will do safety & Ed business. *ACTION IAN & ED*
- **Dogs:** it had been agreed that dogs could be on the field (only) on leads so that families could watch their children in the play park. There has been dog poo found. After discussion it was felt that poo bags be supplied. It was suggested that Marion Clemens may sponsor a dispenser. Sarah will ask her. *ACTION SARAH*

5. Maintenance:

- **Caps:** These are needed on various play equipment & slide steps. Ian will install them. *ACTION IAN*
- **Cleaning equipment:** In future this will be ordered by Kelly. *ACTION ED AND SUE TO LIAISE WITH KELLY*
- **Windows:** it was felt that the windows need to be replaced especially as only two open. The main doors will also be replaced as these are warped and uninviting. Heavers estimate of £15,865.22 was agreed. Ed will contact them. Colour will be needed to be decided. *ACTION ED*
- **Play park:** some of the equipment needs painting. Barry Andrews will be asked. *ACTION ED*

6. Car Park: there is no progress on this and it unlikely that permission will be given as the percentage of green space in the village is below what it should be. It would also be too expensive at the moment.

7. Future Events: Film night 8th October and Arts Reach 10th October.

8.AOB: Wi-Fi Ian reported that there is problems as it is not fast enough. Contract is coming to an end. Also, the router is very old. *ACTION IAN & ED*

Picnic benches: agreed that 2 more be installed. *ACTION ED*

Queen's Jubilee: ideas will be needed for this event. *ACTION ALLP*

Stage: when can this go back permanently? Gren was asked to take it down (possibly by line dancing?). Sandie will ask Alison about it. *ACTION SANDIE*

NEXT MEETING: October 28th at 3 Huntley Down.

Meeting closed at 9.15 Ed & Rose were thanked for their hospitality.

The Village Hall

MILBORNE ST ANDREW

Milborne St Andrew Village Hall - Accounts 2021			
August			
This month			
Balances at end of last month		Income	
Santander	£ 39,487.86	Rent	£ 208.00
Petty cash	£ 65.09	Films, etc	£ -
TOTAL at end of last month	£ 39,552.95	Fund raising	£ -
		Bar	£ -
		Donations	£ 229.14
		Grants	£ -
			£ 437.14
Balance at bank (end of last month)	£ 39,487.86	Expenditure	
Deposits this month	£ 437.14	Utilities	£ 32.98
Payments this month	£ 8,542.52	Insurance	£ -
TOTAL Santander	£ 31,382.48	Misc licences	£ -
add Petty cash	£ 65.09	IT costs	£ 21.95
Grand TOTAL this month	£ 31,447.57	Sundries	£ 10.82
		Cleaning	£ 672.64
		Hall Maintenance	£ 25.24
		Grounds Maintenance	£ 120.00
		Playpark Maintenance	£ -
		Capital spend	£ 7,357.72
		Film costs	£ -
		Bar	£ 301.17
		Fund raising	£ -
			£ 8,542.52
Difference (Income - Expenses)	-£8,105.38	Difference	-£8,105.38
This year so far			
Balances (end of 2020)		Income	
Santander	£ 32,912.46	Rent	£ 943.33
Petty cash	65.09	Films, etc	£ -
TOTAL at start of this year	£ 32,977.55	Fund raising	£ 143.40
		Bar	£ -
		Donations	£ 264.15
		Grants	£ 18,398.36
			£ 19,749.24
Balance at bank (end of December 2020)		Expenditure	
Santander at end of 2020	£ 32,912.46	Utilities	£ 673.24
Deposits this year	£ 19,749.24	Insurance	£ 2,827.43
Payments this year	£ 21,279.22	Misc licences	£ 20.00
Current balance at Santander	£ 31,382.48	IT costs	£ 170.85
Petty cash	£ 65.09	Sundries	£ 519.90
CURRENT GRAND TOTAL	£ 31,447.57	Cleaning	£ 3,037.14
		Hall Maintenance	£ 5,080.45
		Grounds Maintenance	£ 601.88
		Playpark Maintenance	£ 321.00
Reserved for Playpark development	£ 5,232.77	Capital	£ 7,387.72
Available for Village Hall	£ 26,214.80	Film costs	£ -
		Bar	£ 482.61
		Fund Raising	£ 157.00
			£ 21,279.22
Difference (Income - Expenses)	-£1,529.98	Difference	-£1,529.98
Commentary			
Cleaning - Payrise + Back-pay to Cleaner			
Capital - new steps for slide + Kitchen refurbishment			
Donations - dishwasher (sale) + borrowing tables			