

The Village Hall

MILBORNE ST ANDREW

Notes of the Trustees' Committee Meeting 27th October 2021, at 7.30pm at 3 Huntley Down

Present: Sarah Ryan, Ed Frost, Rose Frost, Linda Wright, Sandie Sach, Ian Karley, Jenny Balcon & Sue Dawson

Apologies for absence: Eric Crichton, Barbara Rawlings, Gren Davis & Tanya Head

Minutes of the previous meetings and matters arising:

The minutes of the previous meeting of 22nd September amended at point 3 finance – the new steps cost £1,175 then approved.

1. Matters arising:

- **Roof:** Ian is still waiting for the jetting to be done; will chase this.. *ACTION IAN*
- **Ceiling tiles:** Still to be taken to the hall and installed. *ACTION GREN & IAN*
- **Dishwasher:** Ed had written to the organisations who contributed to the cost. The Reporter had accepted the money but the Village Lunch committee had not approved of the removal of the dishwasher and had communicated this to Ed. They had agreed to accept the money but would donate it to the Blandford food bank. However, Ed had looked at the Village Hall's deed of dedication which states that any money should be spent on the benefit of the residents within the parish. It was therefore felt that the money could not be donated out of the village. Ed will write to the village lunch committee and state that although a donation is a nice idea it would contravene our deeds. *ACTION ED*
- **WIFI:** this does need upgrading due to the slow speed as the current contract is coming to an end this will be dealt with then. *ACTION IAN & ED*
- **Picnic benches:** two more installed at a cost of £360.00
- **Queens Jubilee:** Linda had attended an inaugural meeting and the main event will be on the Saturday at the sports field as more space and less disturbance for a music event. She will keep us updated.
- **Stage:** The Players will put this up & down when they need it.
- **Windows:** these are on order. Door will be white but it will be fully glazed. Ed will check with Liz Dyer to ensure that it will not be an issue re safeguarding. *ACTION ED*
- **Caps:** Ian is still waiting for these to be delivered.
- **Cleaning equipment:** Sue is still ordering at the moment. A new towel dispenser and soap dispenser have been ordered for the committee room loo.
- **Dogs:** Ed ordered and installed poo bag dispenser & bags. Had asked Parish Council if they would pay but it is outside their grant window.
- **Playpark:** Barrie Andrews will paint the equipment £350.00

- **Car Park:** Although we cannot afford this the planning department is considering it. There have been two objections to date.

2. Correspondence and communications: nothing received.

3. Finance:

- Ed proposed that we approach Parish Council for a substantial annual grant to contribute to the maintenance of the grounds and playpark as it is a community facility. It was agreed that £2,000 be requested. *ACTION ED*
- Increase in hire charges from January 2022: proposed that increases to £9.25 per hour for hall, £6.40 for the committee room and £14.50 per hour for both. Corporate use would be increased to £35.00 for hall, £25.00 for the committee room and £50.00 for whole building. Alison stated that many of the user groups still had rent “in hand” as a result of Covid. Increase was agreed. Ed will revise booking form. *ACTION ED*

4. Management:

- **CIO:** Awaiting Fields in Trust.
- **Safety Risk:** Ian had circulated the risk assessment which he has updated. It was agreed to read this for next meeting. *ACTION ALL*
- **Business Risk review:** Ed circulated assessment and all is current but he and Jenny will look at access to bank accounts. *ACTION ED AND JENNY*
- **Storage:** thanks to Alison who had sorted out the committee room.

5. Maintenance:

- **Play park:** Ian stated that the basket swing will need replacing probably costing about £400. *ACTION ED*
- **Urn:** this is leaking Ian has ordered the part.
- **Kitchen:** although some negative response most had been positive. Thanks to Ed Rose & Jenny.
- **Moles:** Linda said that more mounds have appeared. It was agreed that we’ll wait a while before contacting mole catcher, Sandie will go and see if they are back. *ACTION SANDIE*

6. Future Events: Film nights 12th October and 10th December.

Remembrance Day: Linda had attended meeting. People will gather at the hall or attend church service and after the service at the commemorative stone it is hoped that people will go back to the hall for tea/coffee & cake. The school children will be decorating the hall. Sandie will order wreath. *ACTION SANDIE*

8.AOB: the fee for the Blues Night was discussed. They have never paid for the hire of the hall claiming that is a charity event. This contravenes our Deed of Dedication as the

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proceeds go outside the village. It was agreed that for this year we will not charge but will in future. Ed will write to Barbara. *ACTION ED*

NEXT MEETING: December 8th at 3 Huntley Down.

Meeting closed 10.20pm Ed & Rose were thanked for their hospitality.

Future meeting: 26th January 2022

Milborne St Andrew Village Hall - Accounts 2021			
September			
		This month	
Balances at end of last month			Income
Santander	£ 31,382.48		Rent
Petty cash	£ 65.09		Films, etc
TOTAL at end of last month	£ 31,447.57		Fund raising
			Bar
			Donations
			Grants
			£ 497.17
Balance at bank (end of last month)	£ 31,382.48		Expenditure
Deposits this month	£ 497.17		Utilities
Payments this month	£ 1,715.53		Insurance
TOTAL Santander	£ 30,164.12		Misc licences
add Petty cash	£ 65.09		IT costs
Grand TOTAL this month	£ 30,229.21		Sundries
			Cleaning
			Hall Maintenance
			Grounds Maintenance
			Playpark Maintenance
			Capital spend
			Film costs
			Bar
			Fund Raising
			£ 1,715.53
Difference (Income - Expenses)	-£1,218.36		Difference
			-£1,218.36
This year so far			
Balances (end of 2020)			Income
Santander	£ 32,912.46		Rent
Petty cash	65.09		Films, etc
TOTAL at start of this year	£ 32,977.55		Fund raising
			Bar
			Donations
			Grants
			£ 18,398.36
			£ 20,246.41
Balance at bank (end of December 2020)			Expenditure
Santander at end of 2020	£ 32,912.46		Utilities
Deposits this year	£ 20,246.41		Insurance
Payments this year	£ 22,994.75		Misc licences
Current balance at Santander	£ 30,164.12		IT costs
Petty cash	£ 65.09		Sundries
CURRENT GRAND TOTAL	£ 30,229.21		Cleaning
			Hall Maintenance
			Grounds Maintenance
			Playpark Maintenance
Committed for glazing etc next year	£ 16,500.00		Capital
Available for Village Hall + site	£ 13,729.21		Film costs
			Bar
			Fund Raising
			£ 22,994.75
Difference (Income - Expenses)	-£2,748.34		Difference
			-£2,748.34
Commentary			
Donations - Dishwasher refund to Reporter			
Playpark - Zip Wire surface refurbishment			
Film - MPLC licence			