

# The Village Hall

## MILBORNE ST ANDREW

### Notes of the Trustees' Committee Meeting 26<sup>th</sup> January 2022, at 7.30pm at 3 Huntley Down

**Present:** Sarah Ryan, Ed Frost, Linda Wright, Sandie Sach, Alison Riddle. Gren Davis, Karen Park & Linsey O'Neill

**Apologies for absence:** Eric Crichton, Barbara Rawlings, Sue Dawson & Jenny Balcon

Rose Frost is stepping down from the committee and Sarah thanked her for all her work and hosting the meetings. Sarah welcomed Karen & Linsey to the committee.

Minutes of the previous meeting on 27<sup>th</sup> October 2021 approved

#### 1. Matters Arising

- **Roof:** No known progress *ACTION IAN*
- **Ceiling tiles:** Are now in the hall; Gren will try to put them up in next couple of days. *ACTION GREN*
- **Dishwasher:** All monies refunded and Village Lunch will use the money within the organisation.
- **WIFI:** new Vodaphone contract; £30.00 per month for two years third free. A much faster speed.
- **Windows:** all measured and will be fitted during Easter break. There will be a key pad for the main door rather than keys. The code can be changed at any time.
- **Car Park:** Have had approval from Fields in Trust. It is still with the planning department. Gren said the Pod Point is looking at installing charging points and will pay for the installation of solar panels; he will look into it. *ACTION GREN*
- **Christmas Decorations:** Sarah thanked Linda, Barbara, Ed & Gren for decorating the hall.

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

#### 3. Finance:

- Ed had approached the Parish Council for a substantial annual grant to contribute to the maintenance of the grounds and playpark as it is a community facility. This was turned down as the hall has always been self – financing in the past. Richard Lock had suggested applying to the National Lottery who were offering grants up to £10,000.  
Ed applied for £9,999 and was successful. He has also applied to DCC for an end of covid grant of £2,600.

- Ed will also apply for S106 grant of £12,000 for play equipment maintenance. £6,000 would be available when first house is sold at the Huntley Down site and £6,000 one year later.
- The Parish Clerk has pointed out that our hall is much cheaper than many other halls. It was felt that the price for one-off hirers might be raised.

Ed was thanked for all his hard work.

#### 4. Management:

- **CIO:** This has at last been completed. The charity number has been changed on all relevant paperwork. Sarah wrote a piece for the Reporter. She has also thanked Paul Tasker, Pam Shults and Sue Dawson for all their hard work in setting it up; it has been a very long process.
- **Safety Risk:** this must be discussed at next meeting.
- **Business Risk review:** Gren has agreed to be deputy treasurer; he and Ed will organize this. *ACTION ED & GREN*
- **Events manager:** it was felt that this is needed. Please think about this. *ACTION ALL*
- **Facebook:** Sarah said that she posts on the village page but has problems doing so on the village hall page. Sandie said that she will do it. *ACTION SANDIE*

#### 5. Maintenance:

- **Play park:** the basket swing will be the first piece of equipment to be replaced cost of about £1,200.
- **Urn:** this has been replaced. The “manual” urn is stored in loft as a back-up. Longmead expressed a wish to have it but Sarah said that they can borrow it at any time.
- **Kitchen:** the tap has a big chip in it. Gren has contacted the supplier – it was agreed that a less complicated one be fitted.
- **Moles:** these are still causing problems. The mole catcher does have problems with her markers being removed. She has suggested waiting for the spring. £600.00 has already been spent and the ruts are a health hazard and difficult for the grass cutter. Alison will contact someone that she knows for another opinion. *ACTION ALISON*
- **Blinds & curtains:** the blinds will need to be replaced as they won’t fit the new windows and the curtains are very faded. Sandie agreed to research replacements. *ACTION SANDIE*
- **Covid:** with the relaxation of restrictions some of the notices need to be taken down. Sandie will do this. *ACTION SANDIE*
- **Floor:** this is something that will need action at some point as it cannot be sanded again. It may be possible to cover it; Ed has seen a product that is supposed to last 30 years.
- **Soap dispenser:** in the committee room loo is leaking. Sandie will tell Sue. *ACTION SANDIE*
- **LED lighting:** this would replace the outside lighting. Gren will contact Ian. *ACTION GREN*

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**6. Future Events:** Film nights the next one is 30<sup>th</sup> January and then 18<sup>th</sup> February. Sandie has agreed to look at films available for the future. *ACTION SANDIE*

**8.AOB:** Linda said that for the Queen's Jubilee we will need to decorate the hall and it would be better to order bunting etc. now. It was agreed and Linda will order, *ACTION LINDA*

Curry Van has asked to use the carpark from 4-8 on alternate Thursdays. The first date will be Thursday 3<sup>rd</sup> February.

Burger van is not regular.

AGM it was felt that all user groups be invited again to provide a representative for the committee. Alison will contact them. *ACTION ALISON*

**NEXT MEETINGS:** Wednesday 16<sup>th</sup> February - host Sandie Sach, Wednesday 16<sup>th</sup> March – host Karen Park, Wednesday 27<sup>th</sup> April AGM in village hall.

Meeting closed 9.45pm Ed & Rose were thanked for their hospitality.

Milborne St Andrew Village Hall - Accounts 2021			
December			
This month			
Balances at end of last month		Income	
Santander	£ 28,812.70	Rent	£ 318.25
Petty cash	£ 65.09	Films, etc	£ 36.87
TOTAL at end of last month	£ 28,877.79	Fund raising	£ -
		Bar	£ 127.35
		Donations	£ 26.00
		Grants	£ -
			£ 508.47
Balance at bank (end of last month)	£ 28,812.70	Expenditure	
Deposits this month	£ 508.47	Utilities	£ 28.18
Payments this month	£ 1,217.64	Insurance	£ -
TOTAL Santander	£ 28,103.53	Misc licences	£ -
add Petty cash	£ 65.09	IT costs	£ -
Grand TOTAL this month	£ 28,168.62	Sundries	£ -
		Cleaning	£ 505.72
		Hall Maintenance	£ 160.32
		Grounds Maintenance	£ 120.00
		Playpark Maintenance	£ -
		Capital spend	£ 379.52
		Film costs	£ -
		Bar	£ 23.90
		Fund Raising	£ -
			£ 1,217.64
Difference (Income - Expenses)	-£709.17	Difference	-£709.17
This year so far			
Balances (end of 2020)		Income	
Santander	£ 32,912.46	Rent	£ 5,397.33
Petty cash	65.09	Films, etc	£ 187.05
TOTAL at start of this year	£ 32,977.55	Fund raising	£ 143.40
		Bar	£ 959.06
		Donations	£ 350.15
		Grants	£18,398.36
			£25,435.35
Balance at bank (end of December 2020)		Expenditure	
Santander at end of 2020	£ 32,912.46	Utilities	£ 957.03
Deposits this year	£ 25,435.35	Insurance	£ 2,827.43
Payments this year	£ 30,244.28	Misc licences	£ 515.75
Current balance at Santander	£ 28,103.53	IT costs	£ 236.70
Petty cash	£ 65.09	Sundries	£ 638.14
CURRENT GRAND TOTAL	£ 28,168.62	Cleaning	£ 4,863.61
		Hall Maintenance	£ 5,240.77
		Grounds Maintenance	£ 1,053.70
		Playpark Maintenance	£ 684.00
Committed for swings painting	£ 340.00	Capital	£12,113.67
Committed for glazing etc next year	£ 12,500.00	Film costs	£ 214.84
Available for Village Hall	£ 15,328.62	Bar	£ 741.64
		Fund Raising	£ 157.00
			£30,244.28
Difference (Income - Expenses)	-£4,808.93	Difference	-£4,808.93
Commentary			
Capital - Purchase of new BURCO urn			
Cleaning - Wages, Xmas gifts, towel dispenser			