

# The Village Hall

## MILBORNE ST ANDREW

### Notes of the Trustees' Committee Meeting 16<sup>th</sup> March 2022, at 7.30pm at 6 Coles Lane

**Present:** Sarah Ryan, Ed Frost, Linda Wright, Alison Riddle, Karen Park, Gren Davis, & Ian Karley

**Apologies for absence:** Eric Crichton, Sue Dawson, Linsey O'Neill, Jenny Balcon, Sandie Sach, Barbara Rawlings, Amy Stephens

Minutes of the previous meeting on 16<sup>th</sup> February 2022 were approved with the addition of a suggestion by Alison of some outside "fairy" lights

#### 1. Matters Arising

- **Roof:** the jetting has been done by Canford Drains.
- **Windows:** the work will commence 11<sup>th</sup> April. They have agreed to put everything away each night in the committee room kitchen so that the hall can be used. The Ladybirds will be asked to put all their equipment away in the sheds when they break up. *ACTION GREN.*
- **Moles:** Tim Lester has quoted £70.00 to put down traps and return to inspect them. He had stated that he would like the field closed while the traps are in place. It was agreed that this was not possible and was thought that the traps could be marked with a cross with grass paint. Alison will talk to him. *ACTION ALISON*
- **Curtains:** Sandie has received another quote of £2635.41. The first company were preferred and samples liked. It was agreed that Sandie goes ahead and that she liaises with Ed re payment. *ACTION SANDIE.*
- **Spring Fair/Bench:** Ed had a conversation with the clerk of the Parish Council and he suggested that if we use the money and make it up to £225 the Parish Council might match it. The bench could be their property on our land. We would still pay for the plaque. Ed will write to the PC. *ACTION ED.*
- **Grants:** Ed has applied to the Lottery for £20,000 toward the car park. Gren had been in touch with Dorset Carbon Fund and will put in an application in their new financial year for £5,000 for new LED lighting. *ACTION GREN*
- **Village Plan:** Ed had written to the committee as per discussed at last meeting.

#### 2. Finance:

- Three quarters of the money for the windows has been paid.
- It was agreed to increase the wage of our cleaner Kelly to £11.40 per hour. Ed will contact Kelly *ACTION ED*

- Artsreach money was £85.00
- We have received a Covid rate refund of £61.63
- It was agreed to pay the usual annual sum of £157.00 to the Reporter for advertising.

#### 4. Management:

- **Safety Risk:** Ian stated that the lighting in the car park was insufficient and Gren said that this would be included in the grant for lighting. Ian needs to clarify a couple of things then will submit. *ACTION IAN*
- **Events manager:** No progress. *ACTION ALL*
- **Community Café:** Sandie & Amy are starting a café on the second Saturday of each month (first one 9<sup>th</sup> April) in order to raise money for charity. It is hoped that after 5 months the Village Hall would take it over. It was agreed to buy advertising “feathers” for this (bases have been donated) and others for different events might be purchased later. Up to £50.00 was agreed (if more, committee to be advised) *ACTION SANDIE*

#### 5. Maintenance:

- **Soap dispenser:** on going.
- **Zip wire.** Could Paul get a quote for recycled plastic. Parish Clerk could source rubber chippings *ACTION SARAH*
- **Extractor fan:** it has been rendered over so Gren will buy a larger one and fit it over. *ACTION GREN*
- **Disabled Loo:** the ceiling has been looked at and to replace & paint £250.00. This was agreed. *ACTION ALISON*
- **Stage Lighting:** Ian is looking into this; agreed that VH pays up to £500.00. *ACTION IAN*
- **Men’s Loo:** it was agreed to replace at £1675 + VAT. Barry could hopefully do this in the Easter break. It was discussed about removing cleaning equipment and it was felt that it might be possible for Barry to alter the cupboard at the back of the hall to enable the equipment to be stored. *ACTION GREN*
- **“Bus Shelter”:** Amy has offered to paint this and Richard McNair has offered to build a bigger seat for it. The committee felt that it would be a good idea if the paint was something like Cuprinol. They also felt that they would like to pay for the wood. *ACTION SARAH*
- **Pod Point & Solar Flash:** Gren has arranged for site visits. *ACTION GREN*
- **Play Park inspection:** Several things were highlighted including the basket swing. It was also stated that all benches be fixed in place. It was felt to be not something we want so Ian will talk to them. Ian has also observed that the toddlers’ swings are splitting. *ACTION IAN*
- **Play Park maintenance S106:** In order to receive this money, we have to apply to the PC. It was agreed to list all the things as per the inspection and also get costings. *ACTION IAN*

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**6. Annual Report:** Sarah had emailed this previously. Agreed to put that the charity number changed and converted to CIO January 2022. Add Parish Council to Tanya Churchill and Church rep to Linda Wright. *ACTION SARAH*

**7. Future Events:** Film night April 8<sup>th</sup> West Side Story – Alison, Barbara & Kas  
AGM April 27<sup>th</sup>. Alison will contact all the user groups and ask for a representative if they don't have one. *ACTION ALISON*  
Jubilee – the film will probably be Mrs. Brown. Wayne has offered to do a “Royal” quiz in the interval. He would be grateful for some help.

**8. AOB:** Alison has looked at outside “fairy” lighting. It would need to be planned where it can go and plug in. *ACTION ALISON & GREN*  
Utilities – the company supplying gas went into liquidation and we have been transferred to SSE. No bill has been received since November but Ed is keeping a record.  
Food & Wine – Kas asked if the oven works (answer: yes) and Ed stated that the tablecloths are in the loft, so Alison said she could give Kas a key to the loft. *ACTION ALISON*

**9. Achievements:** Grants applied for; representative from PC appointed; curtains; guttering; urinals; windows; new ceiling; zip wire; plans for jubilee.

**NEXT MEETING:** 7pm Wednesday 27<sup>th</sup> April AGM in village hall.

Meeting ended 9.30 pm –Kas was thanked for her hospitality.

Milborne St Andrew Village Hall - Accounts 2022			
February			
This month			
Balances at end of last month		Income	
Santander	£ 27,418.09	Rent	£ 2,237.99
Petty cash	£ 65.09	Films, etc	£ 34.83
TOTAL at end of last month	£ 27,483.18	Fund raising	£ -
		Bar	£ 156.06
		Donations	£ -
		Grants	£12,666.00
			£15,094.88
Balance at bank (end of last month)	£ 27,418.09	Expenditure	
Deposits this month	£ 15,094.88	Utilities	£ 20.18
Payments this month	£ 8,614.58	Insurance	£ -
TOTAL Santander	£ 33,898.39	Misc licences	£ -
add Petty cash	£ 65.09	IT costs	£ -
Grand TOTAL this month	£ 33,963.48	Sundries	£ 79.43
		Cleaning	£ 375.37
		Hall Maintenance	£ -
		Grounds Maintenance	£ -
		Playpark Maintenance	£ -
		Capital spend	£ 7,932.86
		Film costs	£ 4.99
		Fund raising	£ 201.75
		Bar	£ -
			£ 8,614.58
Difference (Income - Expenses)	£6,480.30	Difference	£6,480.30
This year so far			
Balances (end of 2021)		Income	
Santander	£ 28,103.53	Rent	£ 2,885.94
Petty cash	£ 65.09	Films, etc	£ 34.83
TOTAL at start of this year	£ 28,168.62	Fund raising	£ -
		Bar	£ 156.06
		Donations	£ -
		Grants	£12,666.00
			£15,742.83
Balance at bank (end of December 2021)		Expenditure	
Santander at end of 2021	£ 28,103.53	Utilities	£ 428.68
Deposits this year	£ 15,742.83	Insurance	£ -
Payments this year	£ 9,947.97	Misc licences	£ 196.74
Current balance at Santander	£ 33,898.39	IT costs	£ 17.05
Petty cash	£ 65.09	Sundries	£ 394.43
CURRENT GRAND TOTAL	£ 33,963.48	Cleaning	£ 771.47
		Hall Maintenance	£ -
		Grounds Maintenance	£ -
Committed for swings painting	£ 340.00	Playpark Maintenance	£ -
Committed for glazing and door	£ 5,000.00	Capital	£ 7,932.86
Available for Village Hall	£ 28,623.48	Film costs	£ 4.99
		Fund raising	£ 201.75
		Bar	£ -
			£ 9,947.97
Difference (Income - Expenses)	£5,794.86	Difference	£5,794.86
Commentary			
Grants: Lottery (Windows) £9,999.00, DCC (Covid) £2,667.00			
Capital: 50% deposit for windows			