

The Village Hall

MILBORNE ST ANDREW DT11 0JX

www.milbornestandrew.org.uk/villagehall

Registered Charity No. 1176828 (Formerly 301153)



Notes of the Trustees' Committee Meeting 27th April 2022, at 7.15 pm at Village Hall

Present: Sarah Ryan, Ed Frost, Linda Wright, Alison Riddle, Sandie Sach, Linsey O'Neill, Gren Davis, Barbara Rawlings Amy Stephens & Ian Karley

Apologies for absence: Eric Crichton & Karen Parks

Minutes of the previous meeting on 16th March 2022 were approved.

1. Matters Arising

- **Windows:** the windows have been installed but we are waiting for the doors which should be installed soon.
- **Moles:** Alison has not been able to contact Tim Lester to come. It was agreed to leave it for a month and reassess the situation.
- **Curtains:** Sandie ordered them and they will be delivered to Ed as Sandie is going away. Ed said that when he took down the blinds in the committee room they fell to pieces. It was agreed that these will be replaced. *ACTION ED*
- **Spring Fair/Bench:** Ed has received the application from the PC. Amy questioned the need for another bench as there was one up in the hedge. It was stated that one had been taken up to the top area. It was felt that this one should be attached to the ground. The PC clerk has details of a contractor who can do this. *ACTION ED.*
- **Grants:** Ed has applied to the Lottery for £20,000 toward the car park. He has not received a reply as yet.
- **Disabled loo:** this has been repaired. Ed has queried the final bill as it is higher than estimated. Alison will query it. *ACTION ALISON*
- **Men's Loo:** work on this will begin beginning of May. Barry will also paint the swings and mend sagging gutters.
- **Shelter:** Amy has painted this. Sarah thanked her for doing it.
- **Storage cupboard:** the cupboard in the hall belongs to the Ladybirds. After looking at alternatives it was agreed to have a cupboard next to the fridges and have sliding doors covering the whole area. Gren will get estimate. *ACTION GREN*
- **Fairy lights:** no progress *ACTION ALISON & GREN*

- **User Groups:** Alison will contact Village Lunch, Wednesday Club and Gardening club to ask for representatives. *ACTION ALISON.*

2. Finance:

- The final £5,000 for the windows will be paid when the doors have been installed
- Kelly has been notified of increase in wages.
- It was agreed that Kelly could order cleaning items directly and she will liaise with Sandie. *ACTION SANDIE TO TELL KELLY*
- It was confirmed that Jenny Balcon's role as deputy treasurer would be taken over by Gren Elphinstone Davis and that Jenny be removed from the list of authorised signatories on the village hall's Santander account and be replaced by Gren. It was agreed that Gren have full access for all banking activities and be able to take over in an emergency should the treasurer (Ed Frost) be unable to fulfil the role. *ACTION ED*

4. Management:

- **Safety Risk:** Ian has said that it is ready and when he sends it through Ed will put it on the website. *ACTION IAN & ED*
- **Community Café:** this had been a successful first day, they took over £500. Thanks for the feather only one was bought. Sandie & Amy have bought a bookcase as they have so many books and suggested it is placed in the foyer where people can buy them with a donation box. They will look if this possible. *ACTION SANDIE & AMY*

5. Maintenance:

- **Covid:** Barbara will remove all signs. *ACTION BARBARA*
- **Zip wire.** No progress. *ACTION SARAH*
- **Extractor fan:** no progress. *ACTION GREN*
- **Stage Lighting:** No progress. *ACTION IAN*
- **Pod Point & Solar Flash:** Gren had arranged for site visits. Pod Point have a scheme where we would own them but they are also looking at working with local councils who would fund them and we would get percentage. With Solar Flash a survey of the roof would be needed if it is suitable. It was agreed to wait until it is known if we can do the car park.
- **Play Park inspection:** Ian is looking into replacing the basket & toddler's swing. He contacted the inspector about the need to secure the benches. The children's seat in the play park is a high risk and it was agreed that it should be secured.

Gren will ask Barry and Wayne (who has contractor's details). *ACTION IAN & GREN*

- **Rendering:** the window installers pointed out that some of the rendering is cracking this will be monitored.
- **Windows:** Ed asked if we should consider replacing the fire doors to match the new windows. He will ask for a quote. *ACTION ED*

6. Future Events:

Film night April 13th Death on the Nile.

Jubilee – the film will be Mrs. Brown. Wayne had suggested that the PC fund this but it was agreed that we will offer the film for free but drinks and/or ice cream would be purchased,

7.AOB:

Amy asked Gren if the Ladybirds could paint some bees for the next community café as it is national bee day. *ACTION GREN*

Gren asked if the Ladybirds could attach a board to the fence so that the children can play with water in pipes. *ACTION GREN*

Gren asked if the Ladybirds could attach a water butt to the down pipe. *ACTION GREN*

NEXT MEETINGS: Wednesday 18th May at 7.30pm – host Ed Frost
Wednesday 15th June & Wednesday 20th July; venues to be advised.

Meeting ended 8.45pm

Milborne St Andrew Village Hall - Accounts 2022			
March			
This month			
Balances at end of last month		Income	
Santander	£ 33,898.39	Rent	£ 1,843.56
Petty cash	£ 65.09	Films, etc	£ 67.21
TOTAL at end of last month	£ 33,963.48	Fund raising	£ -
		Bar	£ 201.41
		Donations	£ 241.23
		Grants	£ -
			£ 2,353.41
Balance at bank (end of last month)	£ 33,898.39	Expenditure	
Deposits this month	£ 2,325.66	Utilities	£ 135.54
Payments this month	£ 747.89	Insurance	£ -
TOTAL Santander	£ 35,476.16	Misc licences	£ -
add Petty cash	£ 92.84	IT costs	£ -
Grand TOTAL this month	£ 35,569.00	Sundries	-£61.63
		Cleaning	£ 516.98
		Hall Maintenance	£ -
		Grounds Maintenance	£ -
		Playpark Maintenance	£ -
		Capital spend	£ -
		Film costs	£ -
		Bar	£ -
		Fund raising	£ 157.00
			£ 747.89
Difference (Income - Expenses)	£1,605.52	Difference	£1,605.52
This year so far			
Balances (end of 2021)		Income	
Santander	£ 28,103.53	Rent	£ 4,729.50
Petty cash	65.09	Films, etc	£ 102.04
TOTAL at start of this year	£ 28,168.62	Fund raising	£ -
		Bar	£ 357.47
		Donations	£ 241.23
		Grants	£ 12,666.00
			£ 18,096.24
Balance at bank (end of December 2021)		Expenditure	
Santander at end of 2021	£ 28,103.53	Utilities	£ 564.22
Deposits this year	£ 18,068.49	Insurance	£ -
Payments this year	£ 10,695.86	Misc licences	£ 196.74
Current balance at Santander	£ 35,476.16	IT costs	£ 17.05
Petty cash	£ 92.84	Sundries	£ 332.80
CURRENT GRAND TOTAL	£ 35,569.00	Cleaning	£ 1,288.45
		Hall Maintenance	£ -
		Grounds Maintenance	£ -
		Playpark Maintenance	£ -
Committed for swings painting	£ 340.00	Capital	£ 7,932.86
Committed for glazing and door	£ 5,000.00	Film costs	£ 4.99
Available for Village Hall	£ 30,229.00	Bar	£ 201.75
		Fund raising	£ 157.00
			£ 10,695.86
Difference (Income - Expenses)	£7,400.38	Difference	£7,400.38
Commentary			
Fund Raising - MSA Reporter Advertising			
Sundries - Rates refund			
Donations - Artsreach + Mullett/Village Fayre			