

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 15th June 2022 at 3 Huntley Down

Present: Sarah Ryan, Ed Frost, Linda Wright, Karen Parks, Amy Stephens, Linsey O'Neill, Sandie Sach, Gren Davies & Ian Karley

Apologies for absence: Eric Crichton, Barbara Rawlings

Minutes of the previous meeting on 15th June were amended at - Finance bullet point 4 to read "it was agreed to use some of the £15,000 on new patio doors & side door."

1. Matters Arising

- **Curtains:** these have now arrived. Kaz will check that they are correct and a working party will hang them. *ACTION KAZ*
- **Spring Fair/Bench:** it has been agreed that a tree now be planted. Amy will get details of the one the PC planted; it cost about £59.00. It was agreed that autumn would be the best time to plant it. *ACTION AMY*
- **Fairy lights:** now available for installing. Gren questioned where they should be placed and suggested they should be attached either to wooden poles or scaffolding poles. Amy said that she might have a source. They will be erected in September. *ACTION GREN & AMY*
- **Zip Wire:** It was agreed that if the rubber mats are in place the edging would not be required. Amy is going to arrange to meet with Paul and will email date if anyone wants to join her. *ACTION AMY.*
- **Great Big Green Week:** Sarah has arranged for a speaker about "green issues" to talk to the village on Friday 30th September at 7.30pm. This will be followed by a Q&A session.
- **Water butt:** this is ready for installation.
- **Safety Risk:** Ian had emailed this just before meeting. Two points he raised was lighting in the car park; it was felt that the fairy lights should address that. The other was any hirer moving the stage as it can cause injury if not done correctly. It was felt that any hirer who needs the stage moved should ask Alison and one of the players would do it. Ian was thanked.

2. Finance:

- The final £5,000 for the windows has been paid.
- The new patio doors & side door are on order.
- Fire safety inspection has been done some fire extinguishers have been replaced the cost was £500.00.
- Insurance – Ed has been approached by Zurich who have special insurance packages for village halls. A new policy would be £2,550 (we paid £2,850 last year). Ed would have Elizabeth check through the policy to ensure that all is covered.
- S106 from Huntley Down development. There is a total of £120,000 designated for leisure, sport and play in the village. Ed asked for agreement to submit a bid for the car park (£25,000) and solar panels (£18,000). This was agreed * As part of the bid the council need to know if this is supported by the parish council – Ed will be submitting this at next meeting. Also, Ian has now priced all that is needed for the play park and will send details to Ed for inclusion.
*Amy did not vote in this, as parish council rep.

3. Management:

- **Community Café:** next one is 12th July. It was agreed that this should be something the village hall take over. It would need volunteers from the village to help. It was also suggested that organisations might like to do a Saturday to earn extra funds. An article will be put in the Reporter *ACTION LINDA*

4. Maintenance:

- **Stage Lighting:** Ian has sourced what is needed but is over budget so will try elsewhere. *ACTION IAN*
- **Vandalism:** there has been some graffiti and possible damage to shelter (which Ed has repaired) The police have been informed and have been seen around the village. A swing and bench have been broken but cannot confirm if that was deliberate. A car was on the field on Saturday morning. Ed spoke to the occupants and they moved (he subsequently padlocked the gate). Ed will order another CCTV sign and Ian will look at the CCTV. *ACTION IAN & ED*
- **Benches:** it was agreed to site the 3 picnic benches between the Muga and playpark. Ed has sourced some metal attachments that screw into the ground. This will be cheaper and removable if necessary. *ACTION ED*
- **Cupboard:** to put up sliding doors would be about £1,800. It was felt that access to this was going to be a problem. Amy is hoping to open the old youth club shed and when empty the Ladybirds could use that as well. Also, the new side door will not have a raised lip which will make wheeling equipment easier. When it is agreed what the ladybirds need to store indoors then we will look at the cupboard again.

5. Future Events:

Film night – 15th July, The Duke and 16th September, Belfast.

Quiz – Linsey has volunteered to organize this – 22nd October at £5.00 per team.

6.AOB: Amy felt that there should be more “good news” about the hall. Perhaps put some photos on Facebook (example boys playing cricket the other evening). Sarah asked if Amy could help her with that.

John Riddle’s band would like to borrow two stage blocks agreed with donation.

NEXT MEETINGS:

Wednesday 20th July – Alison Riddle

Wednesday 14th September – Sandie Sach

Wednesday 19th October – venue tba

Wednesday 16th November – Karen Parks

Wednesday 14th December - tba

Meeting ended 9.35pm

Milborne St Andrew Village Hall - Accounts 2022			
May			
This month			
Balances at end of last month		Income	
Santander	£ 36,652.57	Rent	£ 588.63
Petty cash	£ 65.09	Films, etc	£ 62.13
TOTAL at end of last month	£ 36,717.66	Fund raising	£ 33.17
		Bar	£ 62.12
		Donations	£ -
		Grants	£ -
			£ 746.05
Balance at bank (end of last month)	£ 36,652.57	Expenditure	
Deposits this month	£ 746.05	Utilities	£ 120.75
Payments this month	£ 4,103.80	Insurance	£ -
TOTAL Santander	£ 33,294.82	Misc licences	£ -
add Petty cash	£ 65.09	IT costs	£ 25.79
Grand TOTAL this month	£ 33,359.91	Sundries	£ 167.98
		Cleaning	£ 384.80
		Hall Maintenance	£ 456.40
		Grounds Maintenance	£ -
		Playpark Maintenance	£ 450.00
		Capital spend	£ 2,316.48
		Film costs	£ -
		Bar	£ 181.60
		Fund raising	£ -
			£ 4,103.80
Difference (Income - Expenses)	-£3,357.75	Difference	-£3,357.75
This year so far			
Balances (end of 2021)		Income	
Santander	£ 28,103.53	Rent	£ 7,000.38
Petty cash	65.09	Films, etc	£ 261.21
TOTAL at start of this year	£ 28,168.62	Fund raising	£ 119.19
		Bar	£ 553.09
		Donations	£ 241.23
		Grants	£ 12,666.00
			£ 20,841.10
Balance at bank (end of December 2020)		Expenditure	
Santander at end of 2021	£ 28,103.53	Utilities	£ 1,038.53
Deposits this year	£ 20,841.10	Insurance	£ -
Payments this year	£ 15,649.81	Misc licences	£ 196.74
Current balance at Santander	£ 33,294.82	IT costs	£ 54.63
Petty cash	£ 65.09	Sundries	£ 500.78
CURRENT GRAND TOTAL	£ 33,359.91	Cleaning	£ 2,064.43
		Hall Maintenance	£ 456.40
		Grounds Maintenance	£ -
		Playpark Maintenance	£ 450.00
		Capital	£ 10,279.34
		Film costs	£ 24.97
		Bar	£ 383.35
		Fund raising	£ 200.64
			£ 15,649.81
Difference (Income - Expenses)	£5,191.29	Difference	£5,191.29
Commentary			
Capital spend: Gents Urinals replacement + CR Blinds			
Hall maintenance: Disabled Toilet ceiling + Gents Toilet repair			
Playpark Maintenance: Painting swings + Gates.			
Sundries: Decorative Festoon Lights			