

The Village Hall

MILBORNE ST ANDREW DT11 0JX

www.milbornestandrew.org.uk/villagehall

Registered Charity No. 1176828 (Formerly 301153)



Trustees' Committee Meeting

Tuesday 24th June 2025

1. Apologies for absence - Linda, Eric, Jenny, Gren

2. Minutes of the previous meeting were approved

3. Actions:

- **Play park surface** - carry forward (Ian)
- **Container update** - carry forward
- **Pétanque benches** - update carry forward
- **Door handle (Gren)** carry forward
- **Floor** (Ian/Linsey). Linsey asked on facebook and Barry Andrews said he would be happy to take a look. It was also suggested that we contact WW village hall as they've recently had their floor done. **Action: Ian/Nigel**
- **Audio/Visual system** Ian has done a plan, he will send us a breakdown of costs and items needed
- **Play Park Inspections (Nigel)** - carry forward)
- **Furniture Treatment** - Susan's son will do it for us, we need to get the treatment. Nigel will get treatment and let Susan know when he's got it. **Action: Susan/Nigel**

4. **Correspondence and communication** - Email list Val and Dave Andrews are still receiving emails for some reason, Ian will check the list again, **Action: Ian**. SSEN Tree works, they need to do some maintenance. Gren will contact them. **Action: Gren**.

5. Finance:

- Treasurer's report £20.650 Surplus of £2800 on year. Insurance to be paid.
- Nigel had a letter from the Valuation Office Agency (Business Rates) requesting information. He will look into it. We don't want to have to pay business rates.

6. Maintenance

- **Internal -**
- **External -** Grass cutting; top field has been done

7. Forthcoming events:

- Film Nights - 18th July - Mr Burton
- Murder Mystery 25th October
- Christmas lights switch on 30th November

AOB and User Groups reports:

8. Sports equipment had been vandalised and replaced. It was missing but someone had put it inside the hall! Linsey has replaced it under the TT table. Paul David reported vandalism to the play frame. Ian will investigate. **Action: Ian**

9. Keys and padlocks - Linsey has changed these as someone had taken stuff from the cafe cupboard which they have to access via the Bar cupboard. There is now a new padlock on both cupboards and the fridge so the cafe don't need to access the bar cupboard. Linsey will let cafe know their codes.

10. Future meetings and venues - Thursday 24th July. Linsey's

11. Meeting closed 20.45

Milborne St Andrew Village Hall - Accounts 2025			
May			
This month			
Balances at end of last month		Income	
Santander	£ 20,009.59	Rent	£ 990.75
Petty cash	£ 155.00	Films, etc	£ 110.50
TOTAL at end of last month	£ 20,164.59	Fund raising	£ -
		Bar	£ 189.50
		Donations	£ -
		Grants	£ -
			£ 1,290.75
Balance at bank (end of last month)	£ 20,009.59	Expenditure	
Deposits this month	£ 1,408.25	Utilities	£ 106.55
Payments this month	£ 414.96	Insurance	£ -
TOTAL Santander	£ 21,002.88	Misc licences	£ -
add Petty cash	£ 37.50	IT costs	£ 35.41
Grand TOTAL this month	£ 21,040.38	Sundries	£ 5.00
		Cleaning	£ 227.50
		Hall Maintenance	£ 17.00
		Grounds Maintenance	£ -
		Playpark Maintenance	£ -
		Capital spend	£ -
		Film costs	£ 19.98
		SumUp charges	£ 3.52
		Bar	£ -
		Fund raising	£ -
			£ 414.96
Difference (Income - Expenses)	£ 875.79	Difference	£ 875.79
This year so far			
Balances (end of 2024)		Income	
Santander	£ 17,837.07	Rent	£ 5,684.10
Petty cash	£ -	Films, etc	£ 603.25
TOTAL at start of this year	£ 17,837.07	Fund raising	£ 224.50
		Bar	£ 718.00
		Donations	£ 883.33
		Grants	£ 800.00
			£ 8,913.18
Balance at bank (end of December 2024)		Expenditure	
Santander at end of 2024	£ 17,837.07	Utilities	£ 1,372.47
Deposits this year	£ 8,875.68	Insurance	£ -
Payments this year	£ 5,709.87	Misc licences	£ 204.50
Current balance at Santander	£ 21,002.88	IT costs	£ 138.94
Petty cash	£ 37.50	Sundries	£ 263.19
CURRENT GRAND TOTAL	£ 21,040.38	Cleaning	£ 1,196.72
		Hall Maintenance	£ 299.37
		Grounds Maintenance	£ 122.00
		Playpark Maintenance	£ -
Unrestricted Funds (Reserves)	£ 20,840.38	Capital spend	£ 1,600.00
Restricted Funds (Petanque)	£ 200.00	Film costs	£ 34.97
		SumUp charges	£ 20.49
		Bar	£ 457.22
		Fund raising	£ -
			£ 5,709.87
Difference (Income - Expenses)	£ 3,203.31	Difference	£ 3,203.31
Commentary			

Standing Business Schedule

Meeting	Main Business
January	Set Budget and Rents
March	Play Park Inspection
March	Agree Annual Report
April	AGM
May	Agree Year Plan / actions from AGM
June	Tree inspection. Due 2023, 2026,
July	Review Safety & Business Risks Undertake Safety Risk Assessment
September	Play Park Inspection
November	Consider DRAFT Budget for next year.