

The Village Hall

MILBORNE ST ANDREW DT11 0JX

www.milbornestandrew.org.uk/villagehall

Registered Charity No. 1176828 (Formerly 301153)



LOTTERY FUNDED

Notes of Trustees' Committee Meeting

Thursday 24th July 2025 at 11 Wetherby Close MSA

Present: Linsey O'Neil, Linda Wright, Ian Karley, Nigel Hodder Jenny Balcon and Gren Davis

Apologies: Eric Crichton and Susan Poet

Minutes of meeting held 24th June 2025 approved.

Matters arising:

- Play park surface – Ian has had some quotes and the cheapest was from Southern Playgrounds at £6, 400. This is only the area under the main swings; would include digging out. Gren said that he would look at a grant application. Ian will also see if he can get any more quotes. *ACTION GREN & IAN.*
- Container – the application has gone in but no update.
- Petanque bench – *ACTION GREN*
- Door handle – *ACTION GREN*
- Flooring – *ACTION NIGEL*
- Audio/visual system – Ian had sent a detailed plan of the system and after some technical discussion it was agreed that we do it. The cost would be £600. Ian was thanked. *ACTION IAN*
- Furniture treatment – Susan's son Nick had done this. Letter of thanks via Susan. *ACTION LINDA*
- Email list – some are not receiving emails. *ACTION IAN*
- Padlocks - the numbers will only be given on a "need to know" basis.

Finance:

Nigel reported that half year accounts showed that we were up £2,200; rents and film takings were up on this time last year but fundraising down. Utilities costs are up and the patio and furniture were an expenditure.

Santander Bank Account Business Address – Nigel has noticed that some correspondence is still being sent to Ed and 3 Huntley Down. Following a discussion with the bank he established there is a business address and a correspondence address. The correspondence address is 37 Huntley Down but the business address has not been amended. The Trustees agreed that Nigel & Gren should submit the necessary paperwork to Santander for the business address to be changed to that of the Village Hall - The Village Hall, The Causeway, Milborne St. Andrew, Dorset DT11 0JX. This will guarantee continuity of a correct business address when Treasurers come and go! *ACTION NIGEL*

Utilities:

Octopus are increasing their export tariff from 8p to 12p. There is also the option of going on a variable rate but as there would be no advantage Nigel recommended staying on the fixed rate; agreed.

Play park inspection: this had been being paid by the PC at £44.00 +VAT twice a year. From the 1st September Elite will be charging £75.00 +VAT which we will now be paying. Nigel checked with Zurich and there is no stipulation that it should be done twice a year (it was previously only done once a year). Proposed that it be done once a year; agreed.

Review Safety & business risk – Ian will do this. The only addition will be the patio. *ACTION IAN*

Maintenance:

- Internal – the water boiler needs descaling – *ACTION IAN*

Cleaning – the café found mouldy food in the oven. It was probably from a party. The hall should really be checked after such use (Kelly does not do the oven).

- External – there was a fire on the top area where tyres were set alight along with the small children's table. An accelerant was used. Luckily it was spotted and the fire brigade arrived swiftly as being so dry it could easily have spread. The CCTV does not show anyone running away so probably went via the field. It was agreed not to replace the table.

Forthcoming events:

- Film night 19th September – Linda & Jenny
- Murder Mystery 1st November
- Arts Reach Saturday 29th November
- Christmas switch on – this would be mince pies etc & carols – 30th November

AOB: Ian stated that the computer in the sound box needs replacing. Although belonging to the VH only the players use it. It was agreed that Gren adds it to the lights grant application.

Next meeting: 16th September 2025 at 37 Huntley Down

Meeting closed 9.15

Milborne St Andrew Village Hall - Accounts 2025			
June			
This month			
Balances at end of last month		Income	
Santander	£ 21,002.88	Rent	£ 518.25
Petty cash	£ 37.50	Films, etc	£ 234.00
TOTAL at end of last month	£ 21,040.38	Fund raising	£ -
		Bar	£ -
		Donations	£ 174.00
		Grants	£ -
			£ 926.25
Balance at bank (end of last month)	£ 21,002.88	Expenditure	
Deposits this month	£ 913.75	Utilities	£ 65.47
Payments this month	£ 1,894.70	Insurance	£ -
TOTAL Santander	£ 20,021.93	Misc licences	£ -
add Petty cash	£ 50.00	IT costs	£ 35.41
Grand TOTAL this month	£ 20,071.93	Sundries	£ -
		Cleaning	£ 247.50
		Hall Maintenance	£ 339.96
		Grounds Maintenance	£ 348.17
		Playpark Maintenance	£ -
		Capital spend	£ 770.40
		Film costs	£ -
		SumUp charges	£ 2.62
		Bar	£ 85.17
		Fund raising	£ -
			£ 1,894.70
Difference (Income - Expenses)	£ (968.45)	Difference	£ (968.45)
This year so far			
Balances (end of 2024)		Income	
Santander	£ 17,837.07	Rent	£ 6,202.35
Petty cash	£ -	Films, etc	£ 837.25
TOTAL at start of this year	£ 17,837.07	Fund raising	£ 224.50
		Bar	£ 718.00
		Donations	£ 1,057.33
		Grants	£ 800.00
			£ 9,839.43
Balance at bank (end of December 2024)		Expenditure	
Santander at end of 2024	£ 17,837.07	Utilities	£ 1,437.94
Deposits this year	£ 9,789.43	Insurance	£ -
Payments this year	£ 7,604.57	Misc licences	£ 204.50
Current balance at Santander	£ 20,021.93	IT costs	£ 174.35
Petty cash	£ 50.00	Sundries	£ 263.19
CURRENT GRAND TOTAL	£ 20,071.93	Cleaning	£ 1,444.22
		Hall Maintenance	£ 639.33
		Grounds Maintenance	£ 470.17
		Playpark Maintenance	£ -
Unrestricted Funds (Reserves)	£ 19,871.93	Capital spend	£ 2,370.40
Restricted Funds (Petanque)	£ 200.00	Film costs	£ 34.97
		SumUp charges	£ 23.11
		Bar	£ 542.39
		Fund raising	£ -
			£ 7,604.57
Difference (Income - Expenses)	£ 2,234.86	Difference	£ 2,234.86
Commentary			
Donations - Comm. Café			
Hall Maint. - FireLine			
Grounds - gardening; preservative			

