

# The Village Hall

MILBORNE ST ANDREW DT11 0JX

Notes

[www.milbornestandrew.org.uk/villagehall](http://www.milbornestandrew.org.uk/villagehall)

Registered Charity No. 1176828 (Formerly 301153)



of the

## Trustees' Committee Meeting

Thursday 18<sup>th</sup> July at 11 Wetherby Close

**Present:** Linsey O'Neil, Sandie Sach, Linda Wright, Nigel Hodder & Ian Karley

**Apologies:** Eric Crichton, Gren Davies, Rich Hawker

Minutes of meeting held 20<sup>th</sup> June 2024 read and approved.

Nigel asked about how the notes are put on the website. Linsey said that she would be doing that.

### 1.Actions

- Zip wire – a working party has not been arranged.
- Patio – Nigel has applied for Gift Aid. He has to post some paperwork to HMRC. When in place he will talk to Barry.
- Bike track – Nigel had spoken to Paul who says that he will strim it. It needs using which would keep it down. Linsey will put it on Facebook again.  
ACTION LINSEY
- New Trustees – no-one as yet. Linsey has written an article for the Reporter.
- Charity bookings – after much discussion it was agreed that anyone wanting to book the hall for a charity event the cost should be 50% of the normal price. Sandie said that at her event a proportion of the bar monies will go to the Village Hall and asked if they can use bar stock. This was agreed.

### 2.Finance

- Petty Cash – there was £11.50 too much in the petty cash which has been put as a donation and the rest to the bank. This was approved by the auditor.
- Bar money – the £90 held is to be entered as an asset. Nigel also suggested that although Sandie is leaving the committee because she will still be holding cash for the café for best practice, she remain a trustee.
- Card machine – the amount charged for these transactions will be shown separately.
- Half year figures – this year income is £10K with expenses at £5½K (rounded figures) compared to last year (ignoring grants) £15k expenses £8k

- Payments – insurance £2,250, broadcasting license £300, fire line £300. We are £400 credit on gas and £400 credit in Octopus.
- Fire Line inspection – Ian says that there is nothing there that needs action. He is normally there so that can access all areas.
- Invoices – Nigel will try to get all invoices sent to him rather than the hall.

#### Maintenance:

- Play park - Ian has contacted various companies re the surface and is getting conflicting advice. ACTION IAN
- Log walk – Ian said that this is starting to wear so some of it will need replacing.
- Disabled WC – there is water ingress again. The flashing may need replacing. Linsey will ask Steve and or Rich.
- Grass cutting – as the PC need to change the way that they pay for this. Nigel asked Paul for a quote it would be 10 cuts per year at £100 each cut but PC may only pay for 8. He will get a second quote.
- Gate padlock – Nigel asked why the big gates to the play park are padlocked. Agreed to ask Gren to cut it off. ACTION GREN

Review Business & Safety Risk – no change in circumstances Ian will check through the safety risk. ACTION IAN

#### Storage:

The players would like more space so that all their props etc be at the hall. Ian said that there is quite a lot of Village Hall paperwork in the second loft. Suggested it is all brought into the front loft so that it can be sorted. The whole of bunker is available.

#### Forthcoming events:

- Films -Linsey will take over film night; there won't be a film in August, the next one being 20th September.
- Race night – Nigel is organising this will be 9<sup>th</sup> November £10 to include a fish supper. It will need at least 60 people to attend.

#### AOB:

Linda has been approached by a couple of user groups asking about the technical aspects of the hall when speakers ask for certain equipment. Ian said he is willing to talk to them. ACTION LINDA & IAN

Date of next meeting – Thursday 19<sup>th</sup> September at 37 Huntley Down.

Meeting closed at 9.07pm

<b>Milborne St Andrew Village Hall - Accounts 2024</b>			
<b>June</b>			
<b>This month</b>			
<b>Balances at end of last month</b>		<b>Income</b>	
Santander	£ 21,134.85	Rent	£ 1,166.75
Petty cash	£ 117.39	Films, etc	£ 150.00
<b>TOTAL at end of last month</b>	<b>£ 21,252.24</b>	Fund raising (Café)	£ 735.00
		Bar	£ 911.27
		Donations	£ 2.00
		Grants	£ -
			<b>£ 2,965.02</b>
<b>Balance at bank (end of last month)</b>	£ 21,134.85	<b>Expenditure</b>	
Deposits this month	£ 2,971.16	Utilities	£ 33.91
Payments this month	£ 370.57	Insurance	£ -
<b>TOTAL Santander</b>	<b>£ 23,735.44</b>	Misc licences	£ -
add Petty cash	£ 61.00	IT costs	£ 39.39
<b>Grand TOTAL this month</b>	<b>£ 23,796.44</b>	Sundries	£ -
		Cleaning	£ 263.60
		Hall Maintenance	£ -
		Grounds Maintenance	£ -
		Playpark Maintenance	£ -
		Capital spend	£ -
		Film costs	£ 26.97
		Bar	£ 56.95
		Fund raising (Café)	£ -
			<b>£ 420.82</b>
<b>Difference (Income - Expenses)</b>	<b>£ 2,544.20</b>	<b>Difference</b>	<b>£ 2,544.20</b>
<b>This year so far</b>			
<b>Balances (end of 2023)</b>		<b>Income</b>	
Santander	£ 19,028.54	Rent	£ 4,611.83
Petty cash	£ 153.12	Films, etc	£ 596.45
<b>TOTAL at start of this year</b>	<b>£ 19,181.66</b>	Fund raising (Café)	£ 2,580.76
		Bar	£ 1,989.06
		Donations	£ 319.48
		Grants	£ -
			<b>£ 10,097.58</b>
<b>Balance at bank (end of December 2023)</b>		<b>Expenditure</b>	
Santander at end of 2023	£ 19,028.54	Utilities	£ 172.57
Deposits this year	£ 9,995.30	Insurance	£ -
Payments this year	£ 5,288.40	Misc licences	£ 189.50
<b>Current balance at Santander</b>	<b>£ 23,735.44</b>	IT costs	£ 227.67
Petty cash	£ 61.00	Sundries	£ 221.00
<b>CURRENT GRAND TOTAL</b>	<b>£ 23,796.44</b>	Cleaning	£ 1,509.38
		Hall Maintenance	£ 337.78
		Grounds Maintenance	£ 135.99
		Playpark Maintenance	£ -
Unrestricted Funds (Reserves)	£ 14,096.44	Capital	£ 1,279.87
Restricted Funds (Patio)	£ 9,500.00	Film costs	£ 58.94
Restricted Funds (Petanque)	£ 200.00	Bar	£ 906.62
		Fund raising (Café)	£ 443.48
			<b>£ 5,482.80</b>
<b>Difference (Income - Expenses)</b>	<b>£ 4,614.78</b>	<b>Difference</b>	<b>£ 4,614.78</b>