

Minutes of Milborne St Andrew Village Hall Committee 4th March 2011.
 Present: Richard Lock, Elizabeth Humphrey, Margaret Evans, Pat Tribe, Kathryn Pochin, Peter Dunkley, Andy Coetzee. Mike Mullett rejoined representing the Scout groups and Paul Tasker interested in joining committee as independent member. Apologies received from Maggie Redmill, Eric Crichton and Jenny Preston.

Minutes of the January meeting were approved and signed by Chairman.

1. MATTERS ARISING

- i. Since several burglaries had been reported in the village, the Police agreed to show an active presence, inviting anyone who wished, to speak to them. Trustees agreed to let the police use the hall free of charge for any community meetings they might wish to conduct.
- ii. Certificate for the completion of the new store room roof received.
- iii. Representatives of Milton Abbey Medical Practice, M.S.A. Parish Council and Village Hall, and N.D.D.C. had met to consider the feasibility of having a dual purpose building in the future. There were many obstacles i.e. Size of building, security, where it should be built and cost. Practice Manager intimated that Milborne St Andrew was the most likely place for a new development but there seemed to be no definite way forward at the present time. Chairman reported that it was unlikely that any joint build venture would be possible on village hall land.
- iv. Chairman had received quote from Quality Landscapes of £800 for roller shutter at kitchen hatch. This was considered too expensive and members asked to consider alternatives.

ACTION: ALL

2. CORRESPONDENCE: Several emails had been received from Chairman,
 . Letter from HALLMARK verifying bench mark standards for Village halls, Chairman had carried out an initial assessment of the checklist and it appeared that the hall could achieve the standard. The scheme was a recognition of good governance and those halls that had qualified also qualified for a discount on their insurance. Peter Dunkley agreed to follow this up. **ACTION: PETER DUNKLEY**

3. FINANCE.

Accounts at January 2011

Balance at bank (December 2010)		Income	
Alliance & Leicester	19,847.97	Rent	1,191.03
Nationwide	1,586.25	Moviola	148.16
Petty cash	<u>52.11</u>	Grant	<u>0000.00</u>
	<u>21,486.33</u>		<u>1,339.19</u>
Balance at Bank (January 2011)	19,847.97	Expenditure	
Deposits	1,300.82	Utilities	228.24
Payments	<u>18,331.33</u>	Licences	0.00
	2,817.46	IT costs	30.48
Nationwide	1,586.25	Cleaning	294.74
Petty cash	<u>86.64</u>	Repairs & decs	0.00
	<u>4,490.35</u>	Sundries	221.34
		Capital	<u>17,560.37</u>
			<u>18,335.17</u>
Difference	<u>-16,995.98</u>	Difference	<u>- 16,995.98</u>

Minutes of March 2011 (2) Finance continued

Accounts at February 2011

Balances (January 2011)		Income	
Alliance & Leicester	2,817.46	Rent	3,818.47
Nationwide	1,586.25	Moviola	113.65
Petty cash	<u>86.64</u>	Donation	20.00
	<u>4,490.35</u>	Grant	<u>6,338.63</u>
			<u>10,290.75</u>
Balance at bank (February)	2,817.46	Expenditure	
Deposits	10,270.75	Utilities	48.00
Payments	<u>434.62</u>	IT costs	14.80
	12,653.59	Cleaning	240.13
Nationwide	1,586.25	Sundries	3.84
Petty cash	<u>44.28</u>	Licenses	20.00
	<u>14,265.98</u>	Repairs & decs	<u>170.21</u>
			<u>496.98</u>
Difference	9,793.77	Difference	9,793.77

Treasurer reported that we are spending more than we receive. Rental only just covers every day expenses and anything else has to be very carefully considered. Elizabeth had prepared a chart of expenses and income. Estimated spend is £900 per month. Moviola's contribution fluctuates. Now we no longer prepare suppers, Elizabeth suggested we might consider serving wine and soft drinks at future film evenings. Treasurer is in the process of obtaining quotes from alternative electric and insurance providers.

Ed Frost has promised to look into network charges for us.

Cleaning materials for kitchen to be purchased.

4. BOOKINGS

Advanced bookings had proved popular with hirers. Committee discussed capping the period for groups' forward hire. Period could run from April each year for 12 months only. This to be approved by committee elected in April 2011.

Suggested rise in hire fees:

Main hall

Regular hirers - £6.50p	Committee room - £6.25p	Joint hire £13	per hour
Other bookings £13.00p	£10.00p	£20	per hour
Corporate bookings £30.00p	£20.00p	£45	

. all these include heating and use of kitchens

Secretary to inform all groups of these rises and that we anticipate reviewing prices every year.

ACTION: SECRETARY

M.U.G.A. Matting needs to be applied around area to prevent mud being carried on to the surface. Decided to grow grass and review the situation regarding the provision of

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mesh matting at the entrances to the playing surface and along the open side at a later date.

ACTION: ALL

5. Discussed having a 'wish list' Regarding the showing of films, a projector would cost around £700 or we could rent one. A large fixed screen would be needed and then hiring the DVD's from a film bank.

6. Insurance cover for user groups – the hall insurance would cover accidents occurring due to faulty hall equipment, but group members or hirers need to risk assess their particular activities and take the necessary corrective action and provide any insurance cover required.

ACTION: ALL

7. OTHER MATTERS.

Pat Tribe asked if the Ladybirds could fix netting to the patio fencing to make it childproof. Chairman suggested the horizontal rails be taken down, the netting stapled and rails replaced. He asked that they purchase green netting to blend in with the grass.

ACTION: PAT TRIBE & ELIZABETH HUMPHREY

For the Players, Andy Coetzee requested permission to install an industrial electric socket for the spot lighting – this was agreed. External dimmer pack had been repaired and replaced after damage. To avoid any similar problem a protective box will be provided.

ACTION: MILBORNE PLAYERS.

Groups can use the microphone kept in the outer loft – contact Ian Karley of Players or Margaret Evans.

Reminder of Moviola – The King's Speech on 6th April which should prove very popular.

8. Mike Mullett left committee while we discussed the work done by Sue Mullett. Committee agreed to a rise in remuneration for cleaner/caretaker to £179.88p.

ACTION: ELIZABETH HUMPHREY

Date of Annual General Meeting in hall – Wednesday 13th April, 7.0 pm.

As there was no further business, meeting closed 9.35pm.