

The Village Hall

MILBORNE ST ANDREW

Notes of the Trustees' Committee Meeting November 25th 2020, at 7.30pm on Zoom

Present: Sarah Ryan, Ian Karley, Ed Frost, Rose Frost, Linda Wright, Barbara Rawlings, Tanya Head, Sandie Sach, Alison Riddle, Gren Davis

Apologies for absence: Eric Crichton and Jenny Balcon

1. Minutes of the previous meetings and matters arising:

The minutes of the previous meeting in October were approved. Matters arising:

- **Zip wire:** No update suggested contact Wayne Lewin. ACTION SANDIE
- **Swing seats:** done
- **The floor:** no progress. ACTION LINDA
- **The gutters:** Gren will contact Barry Bright to do what is necessary. ACTION GREN
- **Calendar:** this is up to date; Alison has left all the regular users on there but has put cancelled.

2. Correspondence and communications:

- Pam Shults has asked if there can be carols around the Christmas tree? It was agreed providing Covid regulations at the time are adhered to. We discussed whether Liz will want the tree up this year; Sandie will liaise with both Liz and Pam. ACTION SANDIE
- An electricity company has asked for access to trim trees on field border, and this was given.
- Tesco had been in contact re grant that we had received from them; Pam has replied with info.

3. Finance: The finances are in a good condition.

- Two card readers have been bought at £240 including VAT and Ed has tried them out.
- The Parish Council have agreed to pay for the play park inspection but not to pay for anything that may be needed from the inspection.
- Budget for next year: it was agreed that the fees will remain the same.
- Projects that may need finance: the kitchen – keep this in mind. The floor may need replacing at some point as it is known that it cannot be sanded again.
- Out of date stock will be sorted before Christmas. ACTION SANDIE.

4.COVID: Arrangements had been made for showing films again but latest regulations will not allow.

- Alison contacted the line dancers about when they could use the hall and she reminded them not to leave forms in hall.

5.Management:

- **Parish Council:** Tanya reported that they are looking at a working relationship with the hall. Ed will contact Wayne that he & Sarah will be happy to work this way. ACTION ED

6. Maintenance:

- **Sheds:** No quote as yet. Sarah said that they are dry inside.
- **Gate:** this has been replaced.
- **Dinosaur:** It's possible that the head is in one of the dens in the top field. Gren will have a look and bring it down, ACTION GREN
- Thanks to Gren for fixing the loo and the lights.

7. Forthcoming events: After recent lockdown the line dancing will recommence on 8th December and Yoga will restart December (regulations allowing). Films will have to wait for next year.

8. Additional reports from user groups/ AOB:

- Ed said that the new company that will provide licenses for the films will charge £240/year which would be about £24 per film; considerably cheaper than the present company. At £5.00 per ticket with free drink we would make a profit on 10+ guests.

9. Future meetings

Wednesday 27th January at 7.30 pm. This will be a zoom meeting again. It may be necessary to have a meeting before that if regulations change.

The meeting finished 8.40pm

Standing Business Schedule

Meeting	Main Business
January	Set Budget and Rents
March	Agree Annual Report
April	AGM
May	Agree Year Plan / actions from AGM
July	Review Safety & Business Risks Undertake Safety Risk Assessment
November	Consider DRAFT Budget (for following year) / take user views

The Village Hall

MILBORNE ST ANDREW

Milborne St Andrew Village Hall - Accounts 2020			
November			
This month			
Balances at end of last month			Income
Santander	£ 32,424.82		Rent
Petty cash	£ 65.09		Films, etc
TOTAL at end of last month	£ 32,489.91		Fund raising
			Bar
			Donations
			Grants
			-£119.64
Balance at bank (end of last month)	£ 32,424.82		Expenditure
Deposits this month	£ (119.64)		Utilities
Payments this month	£ 917.60		Insurance
TOTAL Santander	£ 31,387.58		Misc licences
add Petty cash	£ 65.09		IT costs
Grand TOTAL this month	£ 31,452.67		Sundries
			Cleaning
			Hall Maintenance
			Grounds Maintenance
			Playpark Maintenance
			Capital spend
			Film costs
			Bar
			Fund Raising
			£ 917.60
Difference (Income - Expenses)	-£1,037.24		Difference
			-£1,037.24
This year so far			
Balances (end of 2019)			Income
Santander	27473.46		Rent
Petty cash	65.09		Films, etc
TOTAL at start of this year	£ 27,538.55		Fund raising
			Bar
			Donations
			Grants
			£ 15,759.82
Balance at bank (end of December 2019)			Expenditure
Santander at end of 2019	£ 27,473.46		Utilities
Deposits this year	£ 15,759.82		Insurance
Payments this year	£ 11,845.70		Misc licences
Current balance at Santander	£ 31,387.58		IT costs
Petty cash	£ 65.09		Sundries
CURRENT GRAND TOTAL	£ 31,452.67		Cleaning
			Hall Maintenance
			Grounds Maintenance
			Playpark Maintenance
Reserved for Playpark development	£ 5,506.77		Capital
Available for Village Hall	£ 25,945.90		Film costs
			Bar
			Fund Raising
			£ 11,845.70
Difference (Income - Expenses)	£3,914.12		Difference
			£3,914.12
Commentary			
Rent - refund to Food and Wine Club			
Hall maintenance - new gate for patio.			