

The Village Hall

MILBORNE ST ANDREW DT11 0JX

www.milbornestandrew.org.uk/villagehall

Registered Charity No. 1176828 (Formerly 301153)



Notes of the Trustees' Committee Meeting

Thursday 15th November 2023 at 3 Huntley Down MSA

Present: Linsey O'Neil, Linda Wright Ed Frost & Dave Andrews

Apologies: Eric Crichton, Richard Hawker Susan Poet, Sandie Sach & Amy Stephens*

*Amy has said that she will stand down from the committee but will continue supporting the hall and helping Sandie.

Minutes of the previous meeting 17th October 2023 were approved

1. Matters Arising:

- Roof – there had been some water ingress on the flat roof. Linsey & Steve have sealed around the edge and done the pointing.
- CCTV – thanks to Ed for forwarding the instructions.
- Shelter update – Linsey had posted an update. Ed reported that there was a 16week wait for Lottery decisions so should know by the beginning of December.
- Finance policies – Ed had posted these on website.
- Litter picking – Linsey had put out an appeal but no response.

2. Finance:

Ed has changed the finance statement to show restricted and nonrestricted funds also the separate Petanque account.

- Ladybirds – they will be leaving at end of this week (17th November). This will mean a shortfall in income of £2500 per year if new users are not found.
- Cleaning – Kelly's hours will be reduced by 50% from December.
- Café – this had made £220.00 last Saturday
- Solar panels: Dave asked if they are making any money. Ed said that during the summer we exported 4,500KW hours for which we are still waiting payment. The income per year will be about £750. In addition the batteries store 10KW hours, more than enough for evening meetings.
- New Treasurer: Ed is standing down as treasurer in December. Wayne Lewin has shown an interest in taking over. Ed and Linsey will meet with him and then invite him to next meeting.
ACTION ED & LINSEY

3. Draft Budget – Ed had previously circulated the budget forecast for 2024.

It is proposed to increase the rental rates as follows:

Hall – from £10.00/hour to £10.50/hour

Committee Room – from £7.00/hour to £7.50 per hour.

Combined - £16.00/hour

Commercial rate - to be advised by Susan. *ACTION SUSAN*

4. Advertising:

In order to raise revenue the hall needs to be advertised. After some discussion some ideas were put forward.

Poster in the pub – Ed will ask Sarah *ACTION ED*

Sign outside the hall itself – Ed will put something on the door. *ACTION ED*

Blackmore Vale magazine – Linsey will look at rates. *ACTION LINSEY*

Facebook – other community pages.

Please think of more ideas for next meeting. *ACTION ALL*

5. Patio:

After last meeting it had been suggested that concrete paving would be cheaper. Ed had negotiated with Dorset Driveways to do all the work (removing fence, digging up & create new patio area, drainage channels, railway sleepers, new fence & replace gates) for £9,500. Some have raised concerns on amount being spent but it can be afforded within the criteria as agreed last meeting, it was felt that with only 4 present it was not a decision that could be made.

6. Maintenance:

- Internal – Linda reported that some of the curtains are coming off their hooks. Not sure if they are broken or bent. Linsey will have a look. Kelly has suggested the cups & saucers should not be on top shelf. Dave agreed that they are too high for some people. Suggested the cupboard reorganised.
- External – the fairy lights are not working. The flags are hanging off due to the high winds and need taking down. The trees & bushes have arrived.

7. Car park: Dave said that he felt that the loss of 4 parking spaces for EV charging was not a good idea as parking spaces are at a premium. Ed said that if we do have them then it would be feasible to open the field as an overflow with some matting to protect surface. All the residents in the Causeway are notified of events for the month but sadly not all take any notice. It was suggested that there could be parking bays in the middle.

8. Forthcoming events: Film night 17th November – Sandie & Jo Jo.

ArtsReach 25th November. Christmas Bingo December 2nd.

8. AOB

- New trustees – we need new people and it was agreed that actually approaching people brings results. Some names were suggested and these will be asked.
- Coffee machine – Sandie has asked if one could be purchased for the café. Costing would be needed. *ACTION SANDIE*
- Ladybirds cupboard – Sandie would like this for the bar.
- Gents toilet - Dave asked if something could be done about all the cleaning equipment in the gents. There is nowhere to hang coats.
- Chairs – more discussion on this matter. They are not the most comfortable but storage is an issue. Any solution welcome. *ACTION ALL*

- Field – Dave reported that it is so uneven that he cannot get his chair across. He feels that it needs levelling.
- Christmas decorations – that time of the year again! Sunday 26th November 10am. *ACTION ALL*

Date of next meeting – Wednesday 6th December 7.30 at 11 Wetherby Close.

Meeting closed at 9.25pm

Milborne St Andrew Village Hall - Accounts 2023			
October			
This month			
Balances at end of last month		Income	
Santander	£ 18,012.85	Rent	£ 160.00
Petty cash	£ 74.57	Films, etc	£ 74.30
TOTAL at end of last month	£ 18,087.42	Fund raising	£ 306.84
		Bar	£ 375.97
		Donations	£ 200.00
		Grants	£ -
			£ 1,117.11
Balance at bank (end of last month)	£ 18,012.85	Expenditure	
Deposits this month	£ 927.09	Utilities	£ 355.81
Payments this month	£ 1,363.94	Insurance	£ -
TOTAL Santander	£ 17,576.00	Misc licences	£ 180.00
add Petty cash	£ 152.76	IT costs	£ 36.50
Grand TOTAL this month	£ 17,728.76	Sundries	£ 113.46
		Cleaning	£ 448.44
		Hall Maintenance	£ -
		Grounds Maintenance	£ -
		Playpark Maintenance	£ -
		Capital spend	£ -
		Film costs	£ 19.97
		Bar	£ 274.48
		Fund Raising	£ 47.11
			£ 1,475.77
Difference (Income - Expenses)	-£358.66	Difference	-£358.66
This year so far			
Balances (end of 2022)		Income	
Santander	£ 14,633.74	Rent	£ 14,813.14
Petty cash	£ 77.09	Films, etc	£ 718.00
TOTAL at start of this year	£ 14,710.83	Fund raising	£ 2,180.44
		Bar	£ 2,627.25
		Donations	£ 265.10
		Grants	£ 31,585.20
			£ 52,189.13
Balance at bank (end of December 2022)		Expenditure	
Santander at end of 2022	£ 14,633.74	Utilities	£ 1,389.93
Deposits this year	£ 51,636.28	Insurance	£ 2,125.64
Payments this year	£ 48,694.02	Misc licences	£ 436.40
Current balance at Santander	£ 17,576.00	IT costs	£ 206.40
Petty cash	£ 152.76	Sundries	£ 1,217.72
CURRENT GRAND TOTAL	£ 17,728.76	Cleaning	£ 4,443.73
		Hall Maintenance	£ 1,580.90
		Grounds Maintenance	£ 709.23
		Playpark Maintenance	£ 55.46
Unrestricted Funds (Reserves)	£ 8,528.76	Capital	£ 34,261.88
Restricted Funds (Patio)	£ 9,000.00	Film costs	£ 345.30
Restricted Funds (Petanque)	£ 200.00	Bar	£ 1,763.12
		Fund Raising	£ 635.49
			£ 49,171.20
Difference (Income - Expenses)	£ 3,017.93	Difference	£ 3,017.93
Commentary			
Quiz night + Film particularly profitable			
Donation from Barry Andrews re Petanque competition sponsorship.			