

## **Minutes of the MHT committee meeting held on Wednesday 19<sup>th</sup> July 2023**

**Present:** Anthea Heathershaw, Bill Egerton, Maureen Morris, Sue Davis, Yvonne Emery, Sue Wintle, Shirley Davies, Sue Cottam, Sheena Dearness. **Apology:** Maureen Cribb

Minutes of the committee Meeting held on 5<sup>th</sup> June approved.

Minutes of the AGM 29<sup>th</sup> June approved but this will be confirmed at next year's AGM.

Sue Cottam has kindly volunteered to take over as secretary as Yvonne feels unable to continue at the moment because of health issues.

### **Matters arising**

Window pole purchased by Sue Davis and paid for from accounts.

Wheelchair now fixed and fit for purpose.

"Assets of Community Value" form obtained but we will wait and see what happens with the lease-it is understood this will give us protection, if not we will go back to using the form.

### **Committee Members and lists of Trustees.**

All committee Members are trustees. Sheena will submit a list of all the Trustees to the Charity Commission. Starting date as a Trustee is from the 29<sup>th</sup> June (AGM Meeting) Those now off the list -Neville Wood, Linda Kirkpatrick, new ones added, Maureen Cribb, Shirley Davies, Sheena Dearness, Yvonne Emery, Sue Cottam.

Forms for new Trustees are needed for Barclays bank. Bill will sort out the forms. Maureen Morris Anthea and Bill are the 3 signatories. We may investigate online banking in the future.

### **Building Survey**

Date of building survey-Monday 14<sup>th</sup> August. Dave Emery will lift floor boards around the room to enable the surveyor to inspect under the floor boards.

### **Lease renewal**

We need to investigate what needs changing. Anthea, Sheena, Bill, Shirley, and Sue Cottam will meet up to discuss further. We should seek the advice of an independent solicitor. Most of the paper work is sorted by the church solicitors. We need to decide what type of organization we (the committee) are; we need a balance of elected and nominated trustees. The liabilities trustees carry needs to be clarified, these can be shared by being an incorporated body.

### **Fundraising**

**Tabletop sale** was good for the Mission Hall but not so successful for the sellers-not enough customers. Maybe next time have a car boot sale, (possibly using the Springhead Car Park if permissible) and open garage sales around the village making it a much larger event.

**Open Mic**-Friday 17<sup>th</sup> November. Richard will compare the event-need to check whether we need a PA system. Ploughman's supper £10.Performers perform for free. Maximum of 10 musicians. Small raffle (limited to 6 prizes to be donated). Family and friends of performers will need to buy tickets.

**Village Picnic** 67 tickets sold so far. Difficulty sourcing a whole Salmon Tony Ferrari will cook it. Picnic will include-cooked gammon, potato salad, Quiche beetroot and pear salad (Sue Davis) tomatoes,

spring onions, salad leaves, mayonnaise, coleslaw (Sue Wintle) individual apple pies and cream-plus more desserts.

Chair tombola -bottle of wine for the winner. Bill will organise help with the gazebos on the Sunday morning.

**Coffee Morning** Friday September 1<sup>st</sup>: Ruth E, Anthea, Maureen M and Sue Davis (Gluten free cake) will provide cakes.

### Building and garden Maintenance

We need to await the building survey -when this is complete, we need to decide on a capitol project -most likely the floor. We could apply for funding outside the village. Sue Cottam will find out about available grants -technically the committee would need to approve a bid. Dorset community action produce a monthly newsletter giving details of grants available. Bill will send out a brief outline to the committee.

Sue Cottam will investigate the possibility of getting a WIFI installation grant.

John Legg has already started work in the garden.

### Finance Report

Bill sent out a copy of the finance report to all committee members.

Sutton Poyntz Mission Hall Trust							
Summary Finance Report		Balance	Rental Fund	Building Fund	Improvements		
Start date	01/04/2023	£33,778.98	£2,932.25	£13,860.61	£16,986.12		
End date	16/07/2023	£34,273.26	£1,820.32	£14,862.11	£17,590.83		
Totals by transaction type							
Transaction type	Expenditure	Income	Net				
Hall hire	£0.00	£2,064.00	£2,064.00	£1,032.00	£1,032.00		
Events	£0.00	£812.50	£812.50				£812.50
Rent	£100.00	£0.00	-£100.00	-£100.00			
Hall insurance	£1,022.42	£0.00	-£1,022.42	-£1,022.42			
Electricity	£878.20	£0.00	-£878.20	-£878.20			
Water	£109.32	£0.00	-£109.32	-£109.32			
Garden costs	£30.50	£0.00	-£30.50			-£30.50	
Miscellaneous costs	£33.99	£0.00	-£33.99	-£33.99			
Event costs	£207.79	£0.00	-£207.79				-£207.79
TOTAL			£494.28	-£1,111.93	£1,001.50		£804.71

### AOB

Sue Cottam would love to have floor to ceiling curtains all around the Mission Hall to keep the warmth in, improve the acoustics and enable the hall to have a different ambiance according to how it was being used (also include floor spot lights to be used on occasions.) We could probably get funding for this and it might improve the hire ability of the hall. Sue will send the committee a link to illustrate their use in similar situations.

Sue C will also resend an email about the Benefact group Grant.

Sue Davis has obtained 2 more chairs with arms but would like to buy more but she appreciates the difficulty of storing these larger chairs. Anthea will investigate sourcing different, more easily stackable chairs with arms.

Bill suggested we look at the health and safety requirements for the hall in the near future.

Date for next meeting will be decided after the Building Survey report is completed.