

The Village Hall

MILBORNE ST ANDREW DT11 0JX

www.milbornestandrew.org.uk/villagehall

Registered Charity No. 1176828 (Formerly 301153)



Milborne St Andrew Village Hall Annual Report January 2024 to December 2024

Governance

President

Eric Crichton

Trustees and User Group representatives

Linsey O'Neill - Chair – manages the bar and supplies.

Ian Karley – Deputy Chair; special responsibility for internal maintenance advice and the Players representative

Nigel Hodder - Treasurer

Linda Wright – Secretary, Women's Institute representative, church representative

Gren Elphinstone Davis - special responsibility for grounds maintenance; Deputy Treasurer

Susan Poet - Bookings Secretary

Richard Hawker

Jenny Balcon (Wednesday Club)

Sandie Sach - Non-active Trustee, responsible for the Community Café

Non-trustees including additional user group representatives

The Committee

The organisation aims to adhere to the recommendations of the Charity Commission. The Village Hall is governed by a committee consisting of trustees and user group representatives; some of the latter may not be trustees and have no voting rights. Trustees are voted onto the committee at the annual general meeting; new applicants have an informal interview prior to election or post-election. Most trustees also represent a group who are frequent hall users. There are nominated members who have a dedicated management role, including the chairperson, secretary and treasurer. Other members have allocated responsibilities such as booking secretary (see list of members).

The Meetings

The meetings are held monthly. The meetings are informal but structured. An agenda is circulated in advance of the meetings to all relevant members. Matters on the agenda are discussed, including the finance statement and reports from the treasurer; votes are taken when actions are required. Only Trustees are allowed to vote; non-trustees may be asked to

leave the meeting if matters are confidential or irrelevant to their user group. Notes are kept of the meetings and are published on the village website once agreed and signed off.

An Extra Ordinary Meeting may be called if necessary. Email 'conversations' are used and if necessary, agreement of actions required is confirmed using this medium.

Administration

The committee aims to ensure that the users of the hall and surrounding grounds are kept safe and risks are managed. There are annual inspections of all aspects that are recommended by the Health and Safety Executive, including general risk assessments, fire assessments, electrical and building features. A portfolio of policies has been created to address important issues such as safeguarding, risk avoidance and those related to management - for example, a code of conduct, complaints procedures, etc

Objectives

The object of the CIO is the provision and maintenance of a village hall for the use of the inhabitants of the parish of Milborne St Andrew without distinction of political, religious or other opinions, including use for meetings, lectures and classes, and for other forms of recreation and leisure time occupation, with the object of improving the conditions of life for the said inhabitants.

Achievements of Objectives

Despite concerns after the Ladybirds Playgroup moved premises, the hall is thriving and being hired on a regular basis by groups established in the village, such as the Women's Institute, Garden Club, Yoga group, Players, Pilates, etc., and for regular and one-off meetings like the Parish Council. The bookings Secretary has done a great job in gaining new business through corporate meetings etc. The hall is also hired by individuals and by groups for one-off functions e.g. child and adult parties, presentations, etc. There are regular social functions such as film shows, Artsreach presentations and the village pantomimes. The monthly community cafe continues to be very successful, thanks to the hard work of the organisers, raising valuable funds for the hall and providing a vital community resource.

The committee is a hard-working one and it is often members who are doing the regular maintenance which the building and grounds need.

We have had a new patio installed, creating a fantastic space for hall users and the community.

We had some very successful fundraising events, including a Murder Mystery Night, Great Dorset Apple Cake event and a Race Night.

Policies

These are available on the village website; they are updated regularly

- Anti-Social Action
- Code of Conduct for Committee Members
- Compliments and Complaints
- General Data Protection Regulations

- Disciplinary
- Equal Opportunities
- Health and Safety
- Risk Assessment
- Safeguarding
- Whistle Blowing

Summary of Achievements 2024

- Patio installed
- Monthly Community Cafe
- Continued general maintenance, both internal and in the grounds

Future Plans and Targets for the year ending 2025

- To ensure the building remains in good order
- To continue to promote the use of the hall by hirers to ensure viability of the facilities.
- Fundraise and apply for grants to achieve a new play area.
- Install patio furniture on the new patio.

Linsey O'Neill (Chair) – March 2025

Financial Review 2024

The loss of Ladybirds in 2023 has significantly impacted rental income which is down to £9,158 from £16,727 the previous year. We have been fortunate that our Bookings Secretary has found several replacements to help minimise the loss of income. None-the-less the Hall ends the year with £17,837 in the bank – only £1,200 lower than the previous year thanks to prudent management of costs and other financial benefits via utilities.

Our income was significantly helped by the efforts of the Trustees who arranged several Community events throughout the year. The monthly “Milborne Movies” added £1,034 from its attendees, and the Community Café contributed a little over £2,000. Additionally, a Murder Mystery night contributed £1,200; Great Dorset Apple Cake a further £1,400; and a Race Night £1,000. Bar and ice cream sales were c. £1,600. Of course, there were costs associated with these events but an excellent income stream none the less.

As part of a fund-raising exercise to support the cost of building the new patio, a “Sponsor a Slab” appeal raised over £2,350 including Gift Aid - HMRC contributing a little over £400 of that total! A roll of honour has been added to the Hall recognising the families, groups and businesses who contributed to this exercise. A big “thank you” to them all.

The solar panels continue to fully support our electricity costs while also contributing an additional £765 in pure profit. However, we were fortunate to benefit from a 15p/kWh SEG payment for most of the year but since September that has reduced to 8p, so next year we are anticipating a break even on electricity. As for gas, we again benefited by receiving a credit of £500 from SSE relating to a government sponsored scheme in 2022 – a belated

payment which helped to cover our costs for this year. No such luck for 2025 where a cold start to the year is requiring substantially more heating to ensure the hall is at a suitable temperature for our various users.

It should be noted that bar costs also include the purchase of ice creams most of which are claimed by our film night visitors as part of their entry fee, so while it looks from the figures as if the bar made minimal profit this is not necessarily the case. That said, a price review of bar prices cannot be ruled out in 2025.

The costs associated with the maintenance of the Hall were minimised, but we cannot be complacent. Fortunately, we have several Trustees and other volunteers who have the skill base (and time) to conduct several repairs themselves keeping costs down, but regulatory annual inspections and maintenance of equipment is always a factor.

Despite support from the Parish Council (who have provided funding towards grass cutting and playpark inspection services) the maintenance of the outside community recreational areas in addition to the Hall itself presents a financial challenge. Any costs must be met out of the general budget. 2025 will prove to be even more challenging as the PC are only contributing £800 p.a. towards grass cutting for the foreseeable future.

It continues to be a great disappointment that our Parish Council does not see fit to provide a greater level of support for these well-used *community* recreational facilities.

We anticipate that the enthusiasm and creativity demonstrated by the Trustees and “friends of the hall” in 2024 will continue into 2025 and that the considerable funds generated by the Community Café and other community events, such as Race Night, Bingo and the Village Quiz, along with Artsreach events, will be matched if not exceeded!

The Statement of Assets below covers the financial year to 31st December 2024. The Trustees are grateful to Elizabeth Humphrey who continues to audit our accounts.

Nigel Hodder (Treasurer) - March 2025.

MILBORNE ST ANDREW VILLAGE HALL

Registered Charity No. 1176828

Statement of Assets**2024 (01/01/24 - 31/12/24)****2024**

| | |
|--------------------------------|--------------------|
| Building and land at cost | £ 8,855.18 |
| Cash in hand | £ - |
| Bar float | £ 50.00 |
| Film float | £ 50.00 |
| Santander current a/c | £ 17,837.07 |
| Total assets @ 31.12.24 | £ 26,792.25 |

2023

| | |
|--------------------------------|--------------------|
| Building and land at cost | £ 8,855.18 |
| Cash in hand | £ 153.12 |
| Bar float | £ 60.00 |
| Film float | £ 30.00 |
| Santander current a/c | £ 19,028.54 |
| Total assets @ 31.12.23 | £ 28,126.84 |
| LESS: Deficit for year | £ (1,344.59) |
| Float increase | £ 10.00 |
| | £ 26,792.25 |

Income

| | 2024 | 2023 |
|-----------------|------------|-------------|
| Rents | £ 9,158.37 | £ 16,727.14 |
| SSE Pole rental | £ 34.66 | £ - |
| Milbome Movies | £ 1,034.00 | £ 779.62 |
| Fund raising | £ 5,754.02 | £ 3,386.80 |
| Donations | £ 2,901.00 | £ 3,184.55 |
| Bar | £ 1,641.08 | £ 356.90 |

Grants

| | | |
|-------------------------|-----|-------------|
| S106 / National Lottery | £ - | £ 31,585.20 |
|-------------------------|-----|-------------|

Total Income **£ 20,523.13** **£ 56,020.21****Expenditure**

| | 2024 | 2023 |
|------------------------------------------------|--------------------|--------------------|
| Water rates | £ 333.20 | £ 291.28 |
| Electricity | £ (765.27) | £ 949.42 |
| Gas | £ (94.61) | £ 395.75 |
| Insurance | £ 2,272.37 | £ 2,225.64 |
| Licences | £ 751.50 | £ 436.40 |
| Sundries | £ 435.45 | £ 1,242.90 |
| Cleaning and caretaking | £ 3,375.57 | £ 5,270.23 |
| Fund raising expenses | £ 939.87 | £ 762.82 |
| IT costs | £ 516.61 | £ 279.40 |
| Films | £ 146.71 | £ 355.29 |
| Bar | £ 1,476.66 | £ 1,941.64 |
| Repairs & maintenance | | |
| Play repairs | £ - | £ 55.46 |
| Grounds maintenance | £ 247.65 | £ 1,239.23 |
| General hall maintenance | £ 1,108.64 | £ 1,842.04 |
| Capital expenditure | | |
| Kitchen + Fridge + Picnic Benches + Steps + Um | | £ 34,261.88 |
| Cooker / Patio | £ 11,123.37 | |
| Total Expenditure | £ 21,867.72 | £ 51,549.38 |
| Excess of income over expenditure | £ (1,344.59) | £ 4,470.83 |
| | £ 20,523.13 | £ 56,020.21 |

Independently verified as a true and fair record of the Income and Expenditure of Milborne St Andrew Village Hall for the year ended 31st December 2024 and their financial position at that date.

Signed: _____

Dated: _____

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Signed: 
Dated: 02 April 2025