



Milborne Port Village Hall Committee

Minutes 10:30 am Wednesday 15 July 2026

Town Hall, Milborne Port

Chair: Mr C. Phillips
Vice-chair: Mr J.Flynn
Treasurer: Mr S Pritchard Secretary: Mrs M.Capon
Members: Mr. T.Carty
By invitation:- Bookings Manager, Hall Manager, Projects Manager MPPC

1 Apologies for absence Tim Carty
2 Adoptions of minutes 20 May 2026 SP Proposed MMC seconded all in favour
3 Matters arising from minutes Blind cords not yet fixed
4 Hall Manager's report a)The planned Baby Sale was cancelled as only two tables were booked. This event clashed with a similar sale in Leigh, Dorset. This was better attended, but still only with 8 tables. It may not be a viable concept as many baby items are sold on Facebook Marketplace. b)Other potential events for the autumn:- Pub quiz and curry night Food Fair c)Contract for baby changing runs until 2027 and will not be renewed. SW Contractors may not consider it worthwhile to remove their changing table but if they do another can be sourced at this time. d)MR has repaired the stage curtains e)Plumbing work to fix the tap in the men's toilets has not been done yet. f)Storage room needs protective film on the windows and this can only be done when the short mat bowling is in the VH as the mats needs to be removed. g)Fireproofing curtains :- quote is £678 per curtain so will work out to be in the region of £1000 as their will only be a single call-out fee. MR to obtain quote and establish length of time before reproofing (should be over 10 years)

h)MR needs to forward £50 from sale of old floor polisher

5 Bookings Manager's report

a)Received comprehensive report.

b) Noted improving position, regular bookings replacing Dog's Trust and Gardening Club.

b)Potential clash between MPO who want to rehearse on Thursdays Sept to March 2027 with Ceroc Dance Company who also want Thursday rehearsals.

6. Treasurers Report

a)An independent assessor is needed for the accounts. JF will approach a book-keeper/accountant. This is urgent and needs to be done within the month.

b)SP will continue to work with MR to establish the role and duties of the cleaners, including paying them by calendar month not four weekly.

c)Late billing not now an issue. Service users have 15 days to pay – if not paid within a month then this is automatically passed to SP and the book-keeper. There are few unpaid debts to date as a result.

d)Following last meeting which proposed a return to the contractual pay position MR reported she is happy with how she is being paid. If a project incurs a lot of overtime she would like to be reimbursed, and it was agreed this would be the case if the project is in profit.

7. Any other business

Discussion on whether these committee meetings should be for oversight of the day-to-day operations or a more general long-term planning function

Agreed that it was useful to receive oversight of day-to-day matters, principle of whether a more visionary meeting is necessary was left to another meeting

The meeting closed at 12:15

THE MILBORNE PORT VILLAGE HALL TRUST

Charity number 277538