Minutes of Meeting May 13th 2025 10am in The Mission Hall

Present - Bill Egerton, Maureen Morris, Sue Wintle, Anthea Heathershaw, Sue Cottam, Shirley Davies,
Apologies from Sue Davis and Maureen Cribb.

1. Minutes of the Committee meeting of April 1st were approved.

2. No matters arising which were not on the agenda & no conflicts of interest.

3. Finance - Bill shared the Finance documents up to 12/05/2025 - £1,128.17 Rental Fund, £2,240.85 Building Fund & £1,376.48 Improvements Fund. Discussion followed re.inevitable loss of income due to hall closure for 2 months following building work. Yoga on a Tuesday evening will no longer take place. An hour a week is being negotiated with a new hirer for an hour a week. Bill has predicted future income & expenditure which should be sufficient to keep account relatively healthy. Events will be organised to raise funds.

4. AGM Monday June 9th 7.30 - Bill shared the Draft Chairperson's Annual Report & asked for comments. Small additions:- Activities - Para. 2. Joanna Quinn **donated the door takings to the MH building fund.** Para. 3 add **Sutton Poyntz** to Society. Building work:- add **volunteer** to team. Lease:- add 40 years.
Bill will send out AGM info (Accounts, Minutes of last AGM & Annual Report) in a newsletter via suttonpoyntz.org.uk 10 days before.
All Trustees present are happy to continue. Bill to ask:- MaureenC (SPS Rep) & SueD (WI Rep) whether they wish to continue as Trustees; Zoe Withers if she might like to be an elected member at AGM as she has shown interest in the Treasurer role later in 2025; ask 4 most regular users if they would like representation.
AGM paperwork - Accounts (with John Allen at present), 2024 AGM Minutes, Chair's Annual Report.
AGM publicity to be prepared by Anthea & displayed on posters around village. Bill to post online. Info to include new Trustees welcome to the committee.
Refreshments provided as people arrive. MaureenM to buy. Donations received.

5. Charity Commission advice - Bill shared their 15 points advice summary & all felt systems were working well. Handling cash discussed re. - holding petty cash, bank visits & whether receipts might be needed in some cases from hirers. Purchasing a card reader was discussed as some events would benefit e.g. Jumble Trail, drop-ins to events who did not have cash, refreshment donations. Many people no longer carry cash so a card reader was considered beneficial way forward..

6. Lease extension update - Bill and Shirley met with Ian Jefferis & Geoff Light from PCC to discuss expediting the lease 40 year extension process. Shirley explained the Solicitor is holding situation up. First bill of £250 has been paid by PCC. Bill has put £1000 aside for future solicitor bills as MH is the lessee. IJ will communicate with the Solicitor asking for a Quote / Action / Deadline. PCC will have their next meeting at MH.

7. Future events in the hall-
Friday June 6th - Coffee Morning organised by MH
Sunday June 29th French Picnic. £10 per person. Anthea & Maureen M will buy food. BYO drinks. Meat, Salads, Cheeses, French bread, Dessert. Vegetarian / vegan options. Outside if weather permits. Terry Cottam will be asked to play guitar.
Sunday July 13th Jumble Trail 10am - 4pm **-** tables around village organised by Gayle. MH will offer refreshments. £3 for tea / coffee / cake. Need to ensure visitors know to bring CASH (or have card reader?).
Saturday July 26th 1pm - 5pm - SPS Cream teas etc.
Weekend 22nd - 24th August - Art Club exhibition AND 24th Springhead Sausage & Cider Festival.
Sunday 29th September - private booking by Watkins - Stephen Fearing Canadian guitarist, singer-songwriter
Saturday October 11th Spanish evening - Shirley to ask Helen Furness for suggested food she could provide & price. Flamenco dancer Salud Botella discussed / flamenco projected images / Spanish music.

Other possible events -
Music - SueC invited 3 music groups. All said YES. Negotiating prices to pay them & dates. Proceeds to MH. SueC to organise & cover any finance deficit. May not raise large profits but will provide entertainment, open up MH to a wider audience & potential users.
1. Robbie McIntosh - guitar, vocals, Jess Upton - vocals, Steve Wilson bass, guitar, vocals. Standards & own compositions. Should draw in full house at £15. *Robbie has one of the highest musical pedigrees you'll find anywhere on the planet and has legendary status among fellow musicians. His career to date includes spells as guitarist with The Pretenders, Sir Paul McCartney, Sir Tom Jones, John Mayer, and Norah Jones….has played many of the world's top festivals and venues.* Jess exquisite voice. Steve complements them both.
2. Clive Ashley - Saxophones, Jon Buster Cottam - double bass, Charlie Mason - guitar. Jazz standards & improvisations. Quality musicians with a variety of world playing experiences. Suggesting October. Hoping to create a composition inspired by Sutton Poyntz.
3. Julie Lewis - keyboard & vocals. Gorgeous voice & effortless key skills plus probably Rodney Teague electric bass & a percussionist but plays in a variety of combos.
Literary - SueC has written to Minette Walters to ask if she might be interested in giving a talk.
Jo Quinn is writing another book & I've invited her to come & share it with us when it's completed.
ALL of the above people can be searched on their websites, YouTube and/ or FaceBook if you want to listen or know more about them.

Discussion of events led to suggestion of occasional Alcohol Licence plus Copyright associated with music & film. SueC will look into those.

Grants - Six still awaiting results. The 2025 Dorset County Small Capital Grant application has been started by SueC. Committee want to prioritise the re-sanding & varnishing of the floor. Deadline June 15th.

8. Policies - All policies have now been completed but not all officially approved. The Health & Safety Policy, Risk Assessment & Electrical testing pack were all approved by the Committee.

The Lease requires Trustees to sign a Minute declaring their "acceptance & willingness to act in the trusts of the charity." The Committee felt this was not necessary as all had signed the CC's declarations.

Bill compiled the comprehensive Health & Safety information into a folder kept by the hall's exit. He has also created a QR code of the pack for emergency services. This will be positioned outside the building.

Bill created a helpful document outlining the MH policies, when they were written & their current status.
All are up to date except:- John Allen's 2022 Duties of Trustees needs merging with Bill's 2023 Being a Trustee. SueC started the document merger & passed that to committee members for future discussion.

9. A.O.B. MaureenM reminded the Committee it is MH Coffee Morning June 6. Cakes will be made by SueW, Anthea & Bill.
SueC requested that April 1st committee meeting's 2 actions re. coat stand & wall hanging be upheld & after discussing, the majority present agreed.
General comments were made re. number of chairs plus boxes on top of cupboard which hopefully could be stored on new shelving in store cupboard.

10. Next meeting - Tuesday June 17th 10am in the hall.