Minutes of Sutton Poyntz Mission Hall Trust's Meeting on Thursday April 16th 2026

Present:- Bill Egerton, Sue Cottam, Sue Davies, Shirley Davis, Maureen Morris, Anthea Heathershaw, Sue Wintle and Val Dawe,

1. **Apology** from Maureen Cribb.
2. Minutes of March 3rd Committee meeting approved & no conflicts of interest declared.
3. No matters arising & no conflicts of interest declared.
4. **Health & Safety** - no reports in book or issues since last meeting.
5. **Finance** - Bill shared a Summary of finances from 2025-26, all transactions from 2025-26 & a forecast budget for 2026 - 27. He was happy with the £5,237 balance. The committee agreed that the hall hire should stay at £10. He had passed the finance documents for the year to Bob Walmsley to independently examine prior to the June AGM. The committee thanked Bill for his thorough MH finance documents.
6. **Lease extension** - still in the hands of the solicitor - Shirley will ask PCC for progress check.
7. **Policies** - All documents have been checked for consistency. All to have 2026 date added. Updated Conditions of Hire & Information sheet accepted & MaureenM's email address to be added. Bill had updated the map in the Fire Risk document & all agreed it was clear. It was adopted by the Committee. Bill & SueC to do final changes to policy documents & then Bill to place online & in MH Policy folder. Money left by hirers in hall to be collected asap by MaureenM.
8. **AGM planning** - Monday June 8th 7.30pm. Drinks will be offered. All present members are happy to continue. Agreed by all that new members would be most welcome. All to think of possible interested people. Improvement sheets to be available at the meeting & ideas collated afterwards. Bill to advertise AGM plus invite new committee members on SP website news.
9. **Hall environment** -

   a) Collation of information from MaureenC & SueC was provided from 3 companies. Discussion followed re. prices & colours for potential **curtains / blinds**. General opinion was that 3 layered curtains were preferred, of same width or wider than present wooden bar, offering better acoustics & wall coverage. One fabric sample was preferred in colour & design. MC & SueC to follow up with the company as to weave or textures possible in that sample & what the exact price would be plus to visit Steve Bane to look at other samples. SueC to ask Graham Embley if he could provide plain Fire retardant roller blinds in-frame & if so give a quote. These would be as well as curtains. We have quotes from 2 companies for in-frame blinds.

   b) Improvement feedback forms have been used by hall users & are providing helpful information. They will be provided to people at the June AGM for further ideas before collating results.

   c) Porch wall, roof & water butts - £2,884 grant was successful from Weymouth Town Council. Thanks have been sent. Six month completion stated in their conditions. The original quote from Mike Fuller was £2,580 for porch wall & roof repairs plus £490 for guttering & water butts. In the WTC grant, SueC added onto MF's quote, 20% VAT (£614) plus £200 contingency (= £814). £2580 + £490 + £814 = £3,884. We have £1000 from Lennox Hannay Charitable Trust. Work can therefore go ahead. Bill to contact Mike Fuller to ascertain availability & potential new cost as it's over a year since his last quote. N.B. May need to include soak away work in the area South of the wall. This was quoted as £50 in MF original quote but was it done? Research to be done by SueC re. small oak barrels / chains rather than plastic water butts. Committee hoped floor porch tiles can all be kept. Work should not overly impact hire.

   d) Bill will also ask MF for a quote re. **main doors** opening outwards. Discussion re. if present ones are original & if new ones were made, could they be of natural wood in-keeping with the age of the hall.

   e) Bill offered to take down 2 strips of wood on rear stage wall & has paint for the bench outside.

   f) SueC offered to de-mould the rear WC areas. Discussion re. airing & heating that area.
10. **Events** - Friday May 1st is MH Social morning. Cakes from SueW, Anthea, Bill & SueD plus help from Shirley first half & SueC second half.

    May 2nd Ros Nelmes Gin Talk. - slow uptake. Bill to post online. SueC post round village.

    June 28 Summer Picnic - MaureenM to look into musician plus catering companies for a different picnic experience.
11. **A.O.B**. Bookings phone number not always working. SueC to add MM's email address to documents.
12. **Date & time of next meeting** - Tuesday May 19th 10am.