

Minutes of Mission Hall Trust committee meeting Tuesday 10th September 2024.

Present:- Bill Egerton, Shirley Davies, Anthea Heathershaw, Maureen Cribb, Maureen Morris, Sue Cottam, Sue Wintle & Sue Davis.

1. **Minutes** of Committee meeting of July 18th 2024 were approved.
2. No conflicts of interest. **Matters arising** not included on the agenda: - **Bill** to ask Blacksmith, Simon Grant Jones for advice about creating a sign for the Mission Hall using donation of £300 in memory of Barbara Harrison plus inform the family. Marquee info was sent to all & info can be studied online. A Store of right size needed to keep it in. Decision made to purchase both after essential building work & nearer summer months. **Maureen M** to remind Dave re. removal of shelving left of stage & decision as to the replacement right of stage.
3. **Finance** documents shared by Bill. Healthy total of £69,491.78 enabling building work to start. plus leave funds for regular outgoings.
4. **Charity Commission** update - none
5. **Building Work** quotes were compared & Michael Fuller & his team chosen to do the work. As the total was more than we could comfortably afford. Bill outlined potential savings which could be made by delaying some of the non-essential work. **Sue** to contact Mike Fuller re. the decisions outlining work we felt could be done later plus a few questions re. details of the work (e.g. choice of window wood, 4 heaters instead of 6).
Bill will write a welcome letter of introduction to new owners of Church Cottage re.access to replace 2 windows, lowering of ground level outside their rear door & replace with gravel plus use of scaffolding on the South side of their garden to repair the roof & take down the chimney.
Use of hall during building work was discussed. Mike Fuller has been asked when he could start, how long the work might take & which order he will be doing it in.
6. **Lease extension** update - Shirley continues to liaise between the PCC, MH & the diocese. She has contacted the PCC & Salisbury Diocese solicitors, Wilsons Solicitors LLP to hopefully hasten the decision making re. the lease extension to 40 years.
7. **Health & Safety** plus **Policies**. Bill checked accident sheets - no recent entries. **Bill** to find a date for Colin Marsh to do a hall Risk Assessment. **Anthea** will accompany them. **Bill** to tell trustees date in case others wish to join them. **SueD** to liaise with **Bill** re.policy documents to be completed or updated & info to be circulated to all.
8. **Fundraising events & grant applications & NLCF**. **SueD** will organise a **Beetle Drive** for October 19th with Ploughmans. £8. Less on plate requested, particularly cheese. MH & SP Society will continue to do alternate **Friday Coffee Mornings**. MH coffee morning dates = November 1st. 2024 then January 3rd, March 1st, May 2nd, July 4th, September 5th & November 1st in 2025.
Monday December 15th - **Carol singing event**
Maureen M suggested a big party celebration when the building is finished.
SueC gave list of new grant applications made & shared Lottery requirements plus bunting & cheque.
Bill has looked into the NLCF financial paperwork required. Builder will need to create bills which show how much spent on 3 areas which NLCF have funded - Roof interior & exterior plus windows.
9. **Dorset Local Heritage building status** was discussed. All felt beneficial so no response needed to the Dorset Council. (see their letter of August 2nd 2024 for more details)
10. **A.O.B.** SueD mentioned the possibility of adding a drop-down screen. As display frames, paintings etc will need to be taken down before building work, it was suggested that the wall behind the stage be left empty so it could be used for projections & leave a neutral, uncluttered background for performances/ talks etc. Tidy Up Team needed to clear & prepare for building work - dates to be decided.
11. Date & time of **next meeting** - Tuesday October 15th 10am