

Minutes of the Meeting September 22nd 2025 7pm in The Mission Hall

Present - Bill Egerton, Maureen Morris, Sue Wintle, Anthea Heathershaw, Sue Cottam, Sue Davis, Maureen Cribb, Val Dawe & Zoe Withering.

1. **Apologies** from ShirleyD
2. **Minutes** of the Committee Meeting of July 30th were approved
3. **Matters arising** not on the agenda today - Zoe asked for more information about the church wishing to sell the hall in the 1990s, when Tim West was vicar & Norman Brown was the first MH Chairperson. **Bill** has some correspondence from that time & will share with the committee & **SueC** to send Zoe 1927 Deed of Trusts There were no conflicts of interest.
4. **Finance** - Bill shared the detailed & summary reports from 31st March to 15th September. Balance = £6213.4. Rental Fund = £844.91. Building Fund = £2,910.45. Improvements = £2,458.05. Bill will prepare a 6 month prediction to help see what could be available for essential spending. He asked Barclays Bank for forms to add Val & Zoe's details to the Trustees' account. They sent the wrong form twice. Two complaints were raised, resulting in £100 being donated to MH account.
5. **Charity Commission** - All up to date because Bill has added Val & Zoe's details, the Annual accounts & the AGM's Annual Report.
6. **Lease extension** - Still ongoing. PCC have a meeting Wednesday October 1st. Bill will ask Mr. Jefferis PCC churchwarden to tell Solicitor to go ahead & complete a draft lease as promised by end of October. Payment to Solicitor was discussed. Bill will sort the best way that this payment should be made e.g. by whom, following legal requirements etc. There is enough money in MH account to support if necessary.
7. **Fire Safety Assessment** - The following matters were discussed at length but the Assessment, although in the Policy folder & online, remains at DRAFT status at the moment.
 - a) **Number of people in the hall** - In terms of insurance there is no number stated. The MH Fire Safety exit plan shows that more than 60 people can exit through the double doors in under 1minute 30seconds, which is the limit where MH could be vulnerable to legal action. Decision:- The limit will continue to be 60 where it can be easily controlled e.g. ticketed event. Occasional events may go over 60 people e.g. open charity coffee morning but the person i/c will monitor safety.
 - b) **Car parking outside the hall** - Discussion followed. Path from kitchen to road always to be kept clear. New signs need to be clear that the parking is for hall users. Parking is limited because of the size of the area & space is needed for Emergency vehicles to access & park in front. Disabled & people dropping off equipment need easy access. Decisions:- A permanent sign is needed to show the parking space which should be left free for emergency vehicles. **Bill** will make temporary signs re. the rest of the gravel area.
 - c) **Assembly Area** - This has been stated in documents as being on the road side of the gravel area. This could be a dangerous spot for hall users & also impede emergency vehicles. Discussion followed re. the safest place for 60 people & /or those with low mobility. Silver Street alongside the pond & the Village Green opposite Quackers were considered. Those locations would provide a space to take a head count, leave access for emergency vehicles & keep people at a safe distance from a fire. Person i/c of any event keeping a list of people who are present in the hall was mentioned as being important.
 - d) **Signs** - These all need to be electric illuminated signs so 2 more will be bought for the main doors & the kitchen. **Bill** to organise the purchase.
 - e) **Other issues** - Stage Fire door & the kitchen hatch doors need improved draft excluders. Kitchen heater needs a change of electricity source. **Bill** to organise (d) & (e) & an electrician.

8. Floor Improvement - Following a visit to the hall by Barry & Maria, The Wooden Floor Specialists Ltd. in Dorchester, an estimate for £3,861 was shared with the committee. It described how the work would be done. He said the last sanding was not done using the correct grade & the orange tones were due to polyurethane varnish. The floor could take two more light sandings (one now & one in the future when necessary). Dust free sanding machine used then sawdust plus paste to naturally fill holes by hand. Colour will be matt lacquer & similar to current stage area. Suggested furniture stored in side rooms but prepared to do in two halves - committee preferred the former. He cannot ensure that some scratches might occur on the skirting board due to needing to sand close to the edge & asked if we had spare paint to touch up - we do. He has kept free Tuesday 6th onwards & it will take 4 days. SueC to confirm we would like him to do the job & ask how long after lacquering before we can return furniture. Zoe pointed out best to use credit card for deposit of 75% & offered to assist with that as MH has no credit card.

9. Future events -

Spanish evening Saturday October 11th - £15. Bill has made & displayed posters. Helen Furness has given prices to Shirley for mains (chicken & olive casserole) & dessert (caramel cheesecake OR lemon & orange creme brûlée). Tapas / starters were discussed plus music & video. Val to find out from Shirley which dessert price is higher. SueC to post event on FB & send suggested Spanish music etc to Bill. Vegan option can be made as long as Helen has numbers in advance.

N.B. MEETING on Monday 29th September at 2pm at Bill's to finalise plans for Spanish evening.

Bob Whitley Folk evening Saturday October 18th - posters made, ad is in The Register this month, will add posters to village spots & local FB pages when appropriate. 17 paid as of 25th September.

Clive Ashley jazz trio November 7th - posters made, ad in The Register this month. Will advertise more locally nearer the date.

December 15th - Anthea has booked the Salvation Army for the village Carol Evening.

10. AOB - none

Date & time of next meeting. Tuesday 28th October 10am in MH.