

Minutes of Trustees' Meeting Tuesday 5th January 2026

1. Present

David Ennals (Chair), Jane Curry (Secretary), Rorie Geddes (Treasurer), Jane Ennals, Julia Stantiford, James Feaver, Paul Comer, Debbie Billen, David Lowe, Mick Rawling, Charlotte Woodford, Christine Burt

2. Apologies & Absences

Thelma Billen, Jenny Crumpton, Judy Miller

3. Minutes of Last Meeting

These were agreed and signed as a true record.

4. Matters Arising - None

5. Constitution

Constitution: Letting and Sale

26. Letting. Subject to such consents as are required by law, the Committee may let any part of the land belonging to the Charity which is not required for use for the object of the Charity, provided that the letting does not unduly interfere with the use of the remaining land or buildings for that purpose.

27. Sale. If at any time the Committee decides that on the grounds of expense or otherwise it is necessary or advisable to discontinue the use of the whole or part of the said land and building for the purposes of a village hall, this decision must be confirmed by a public vote passed by residents of the Parish. Voting will take place, in person, at a public meeting, the date of which must be advertised at least 14 days prior to the date of the public meeting. Residents aged 18 and over will be eligible to vote. If the majority vote is to sell then the Committee may subject to such consents as are required by law to sell the land and buildings or any part thereof and may do and execute all proper acts and assurances for carrying out such sale into effect.

28. Proceeds of sale. (1) Unless the Commissioners otherwise direct, the clear proceeds of any such sale as stated in paragraph 27 shall be invested in trust for the Charity. (2) Thereafter, the Committee shall retain the income from the trust, subject to the approval of the Commissioners, the property of the Charity in furthering the object of the Charity or for such other charitable purposes for the general benefit of residents of the Parish as the Committee think fit.

6. Financial Report

TOLLER PORCORUM VILLAGE HALL				
INCOME and EXPENDITURE ACCOUNT for the year to 31.12.2025				
	2025	2025	2024	2024
	£	£	£	£
INCOME				
Hall rental		3647.15		3028
Village Hall events net		2417.73		706.85
car park and allotments		372.37		473.44
FIT payments from 8/12/23 to 27/9/25		<u>1477.97</u>		<u>31.16</u>
		7915.22		4239.45
EXPENDITURE				
Hall expenses	3374.73		2761.88	
Electricity net	<u>-195.68</u>		<u>408.42</u>	
		<u>3179.05</u>		<u>3170.3</u>
Operating surplus		4736.17		1069.15
Less Renewals and maintenance		<u>2891.81</u>		<u>5075.05</u>
Surplus for the period		<u>1844.36</u>		<u>-4005.9</u>
Bank and cash at 1/1/25		<u>33088.28</u>		<u>37094.18</u>
Bank and cash at 31/12/2025		<u>£34,932.64</u>		<u>£33,088.28</u>
Outstanding invoices to 31/12/25		<u>£298</u>		
Costs comparison Hall expenditure				
Water & sewage	324.9		292.86	
Internet service, licences & Booking	1240.19		158.82	
Gardening	822.25		829.75	
Hall cleaning	268.47		189.92	
Insurance	666.12		641.95	
Printing programs			246.80	
Miscellaneous	<u>52.8</u>		<u>401.78</u>	
Total Hall running costs	<u>£ 3,374.73</u>		<u>£2,761.88</u>	
Internet service, licences & Booking				
Internet and Hall booking service				308.24
Craig Willis Reference PAT Testing Licenses and certification				195.00
Bill Payment Via Faster Payment To Vale Fire Safety Reference Inv 155718 , Mandate No 183				76.80
Mr B A Wrixon Village Hall EICR Licenses and certification				378.00
FreeAgent Annual sub Licenses and certification				102.15
Dorset Council Drinks license Licenses and certification				180.00
Total per above				<u>£1,240.19</u>
Hall events				
Music night 1004 -862		£142		
Show 473-90		£383		
Auction night 1478-302		£1,176		
Quiz Night 932-216		<u>£716</u>		
Total per accounts		<u>£2,417</u>		

Breakdown of costs

Detail and Design - Fire alarm - Service and inspection of fire alarm system and emergency lighting

Replace bulkhead emergency lighting in gents and ladies toilet, above main hall entrance doorway, above front main entrance inside and outside front looking at main entrance and outside light and test

Invoice cost: £670.61

+ VAT @ 20% £114.12

Total invoice cost: £684.73

Hall booking service fee of £120 had been included with other items.

07 May 25	<u>Payment To Fen Street Design Reference Toller Village hall, Mandate No 187</u> Internet and Hall booking service service	120.00

PAT testing - intervals depend on type of equipment and amount of use. Suggest annual test might be appropriate.

Village Hall events – RG reported final figures for events as listed below:

Music night 1004 -862 = £142

Show 473-90 = £383

Auction night 1478-302 = £1176

Quiz Night 932-216 = £716

Total £2417 per accounts

Auction of Promises – it was agreed that some of the profit from the auction would go to the church, it was agreed that £250 would be given to the church.

Rorie to arrange payment.

Action RG

Water – Rorie confirmed our Water for the Village Hall is metered

New Bank account – Trustees have provided all required information and signatures and the new account should be live within the next few weeks.

Action RG

Parish Council grant funding – David E completed grant funding application forms for both the Village Hall and Church. These were presented to the Parish council. In view of the small budget allocated for grants, DE withdrew the one for the Village Hall and so the Church will receive money for Churchyard maintenance.

Solar panels & Batteries –

David E contacted Stevensons to gain a quote for additional batteries.

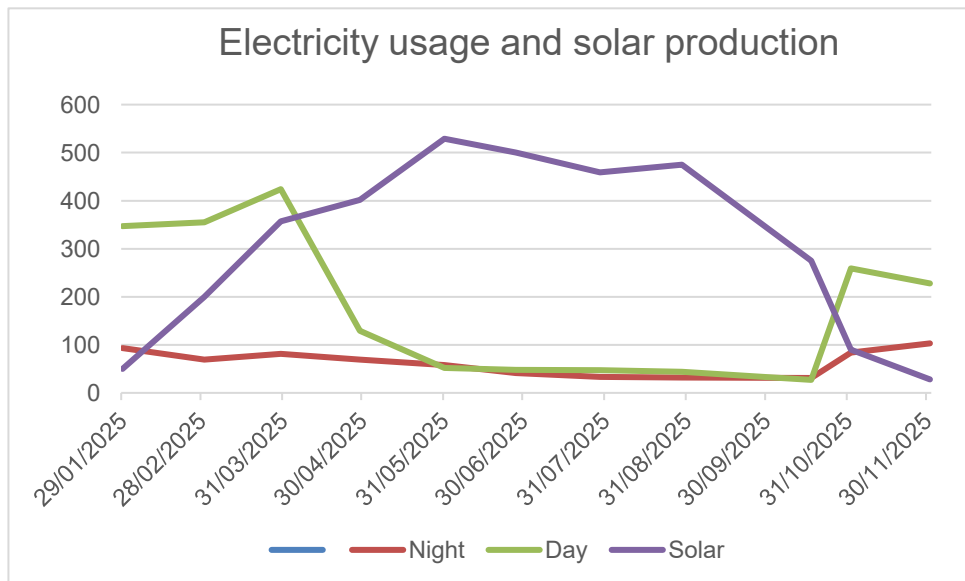
Rorie provided a report based on a year's historical data and recommends no batteries are procured as it wouldn't be worth it. Rorie's report is below, and the Committee wanted to thank Rorie for going above and beyond to investigate this.

TOLLER PORCORUM VILLAGE HALL
Electricity consumption and solar

Date	Monthly			Readings kw/h Night
	Kw/h Night	Kw/h Day	Kw/h Solar	
02/12/2024				36732
29/12/2024	54	383	40	36786
29/01/2025	93	347	50	36879
01/03/2025	69	355	200	36948
30/03/2025	81	424	357	37029
29/04/2025	69	129	402	37098
31/05/2025	58	52	529	37156
27/06/2025	41	48	500	37197
29/07/2025	33	47	459	37230
29/08/2025	32	44	475	37262
17/10/2025	31	27	275	
01/11/2025	84	259	90	
01/12/2025	<u>103</u>	<u>228</u>	<u>28</u>	
Total annual usage	3091	<u>748</u>	<u>2343</u>	<u>3405</u>
Cost per unit p.		<u>14.5</u>	<u>17.9</u>	
Total cost £		<u>£108</u>	<u>£419</u>	

Day consumption charged at night rate saving p.a. **£340**
£80

Cost of capital £5,983 x 2% **£119**



7. Discretionary rate relief

Rorie received a letter from Dorset Council stating we may lose our rate relief:

The Council may undertake a review of discretionary rate relief during the 2025/2026 financial year. It is therefore necessary to end the discretionary rate relief on 31 March 2026 and you should treat this letter as a formal notice to this effect. You need take no action at this stage, the Council will review your discretionary rate relief award during the 2025/2026 financial year, and if further information is required, the business rates team will advise you in due course. Discretionary Rate Relief is awarded on a case-by-case basis, in line with policy criteria and therefore, there can be no guarantee that discretionary rate relief will continue to be awarded after 1 April 2026

Rorie has received a response from Dorset Council simply saying that we will have to wait and see if we will continue to benefit from the discretionary relief. Rorie to continue to monitor.

On Going **Action RG**

8. Hiring Charges Review & Concessions

Village Hall bookings involving preparation time. JE raised the problem that when large events are booked on the website eg Christmas Lunch time was needed for preparation and booking this onto the website incurred a very large invoice. The Committee decided that preparation time for Church events and Soup & Roll would not be charged. How this was to be managed by RG and DL would be agreed at the next meeting. **Action RG & JF**

9. Maintenance Matters

Settlement cracks – DE reported that Boxalls have been back and fitted the Tell Tell meter. Regular inspection required going forward to ensure it stays level.

On going **Action DE**

Light outages – DE reported that Wrixons attended and sorted out previous lighting issues in the Hall and Committee room, these should now be working properly.

Heating - Christine asked whether the heater in the Committee Room was due to come on soon, as it was cold during Mahjong. James and David confirmed the heater will come on at the end of October when the clocks go back, heating the room initially to 22 degrees Celsius switching on an hour before regular weekly bookings. Christine did mention it was still very cold so James to take another look to ensure the pre-setting is working properly. **Action JF**

Roof leakage – the roof has been leaking, first noticed in December last year. David contacted Boxalls who attended site and found two very small holes in the roof lining above the Committee Room. DE explained that Jack Boxall called along the roof beams to find the holes in the roof lining, new lining has been tucked beneath the old and with the tiles replaced so hopefully no more water will ingress. Jack did point out that the tiles on the roof had a minimum overlap and therefore depending on wind direction rain can easily be blown beneath the tiles. Jack also said the roof lining is deteriorating and further leaks are likely. At some point in the future the whole roof lining will need replacing. Further discussion and decision needs to be made.

James shared that he had seen another Village Hall where there were advertisements/plaques stating that certain companies had funded specific works, kitchens etc showing grants for work and products. James is following up with the Village Hall contact to see whether we can approach anyone. **Action JF**

10. Fundraising & events

Music - Lost Souls have been booked for July 24th 2026.

Van Rouge has now been booked for 3rd October, DE has negotiated a charge of £300.

Beetle Drive – This was further discussed and agreed the date of **Friday 10th April**, end of the Easter holidays. Julia will arrange for someone to do it, provide instructions etc.

Food wise, Julia suggested rather than a main course have a pudding halfway through, which would be donated. Prizes would be required Jane E to organize the donations of puddings.

Costings would be in the region of £20 per family of 4 or £5 per head. Mick kindly agreed to run the Bar.
Action JS and JE

Quiz night - For the second year running the winners were Happy Hookers. The evening was very successful and DE was thanked for his varied rounds of questions and Mick did a wonderful job running the bar.

Auction of Promises – This event was fairly poorly attended, but those that were there were very generous and raised a good sum (see above). Thank you to Mick for running the Bar.

Car Park and hire of tables & chairs – to be hired for Russell Croker's daughter's wedding on May 30th 2026. Russell will be charged but for car park use we have requested a barrel of his cider!!

Parking - The new Just Giving and National Funding scheme has taken only one payment of £4.30 to date.

Hall Bookings – Currently it isn't possible to cancel bookings unless you have an account, which are usually created for regular bookings. The question was asked whether this functionality should be added. It was agreed that this functionality should be added and James took the action to do this. James also looked at another hall using the same booking system as us and saw there was additional functionality which enabled google reviews to be added as well as a facility for bookings to be paid by card. James is making the necessary changes to add this to our system and any other enhancements. David L to provide any template emails which he sends manually to James for inclusion in the enhancements.
Action JF & DL

Village Show – There will be a Show this year on August 8th, everyone to advertise and promote entries. Mick and Jaynie will need much support from the Committee to run the event and further action to be agreed.
Action MR

11. Licenses – James advised that he received an invoice from The Music License for the music PRS license along with a review form. James worked through the form and it seems within the Terms and conditions that we do not need a license and received further communication stating that the invoice had been cancelled.

Since then James has been contacted and it would now seem we will have to pay the £115 for a music license after all. He is awaiting further information and will report back but we may well need a full year license or the cost may be calculated according to the income of the Hall?

Action JF

12. Allotments, Paddocks & Old Trailway

Nothing to report of the old Trailway.

Allotments – Annual fees for the allotments are due to be circulated. Charlotte reported that the changes have not been increased for many years and asked the question as to whether we should look to increase for this coming year. It was agreed that half plots would increase from £10 to £15. Full Plots would increase from £20 to £25

13. Village Hall Garden and Grounds

Bollards are at the bottom of the lower ground due to flooding and boggy ground. David contacted Dorset Council's Regional Property Surveyor, Jonathon Parratt and was told that due to lack of funds nothing was planned to be done.

With autumn fast approaching David contacted Mr Parratt again in the hope that some action will be taken. David also involved the Parish Council, and site meeting took place with Neil Farmer (PC Chairman), Jonathan Parratt and Neil Eysenck (Dorset Councillor). Cllr Eysenck agreed to liaise with all the necessary Council departments in the hope of getting funding for drainage and or a soak away to be installed within the car park. David to continue to liaise with Neil Farmer and Neil Eysenck. Charlotte asked the question whether the soak away will create further issues with flooding on the Trailway, it was suggested that this would not be the case with the soak away creating further issues on the Trailway but may in fact be a separate issue.

Ongoing action DE

Electrical Car Charging Point – We have a resident within the Village who is very keen to have a charging point being made available at the Village Hall. David E was advised that a contact from Dorset Council would be in touch with him, but to date no contact has been made. David will wait to be contacted and will circulate any information received to the Committee.

14. AOB

Village Hall Crockery – Debbie found one box of old China, there were only a few items, one cup, a couple of saucers and 15 side plates. David to take to the next PCC meeting in order for a decision to be made on how and where the crockery will be kept

On going Action DE

West Dorset Magazine– James shared with the Committee the West Dorset Magazine and how it included write ups of other village halls, what they offered etc. The question was raised as to whether we should advertise Toller Village Hall in the magazine. Jane to contact and establish implications and costs.

On Going Action JCu

Entrance code to village hall – It was discussed and decided that it is time to change the code for the security box. New number to be decided and date of change. **On Going DE**

Sandwich Board – It was decided that we would benefit from having one to advertise events from the road. Debbie offered to buy one. **Action DB**

Village Hall Sign – Ian Escott has a vintage sign, which he wanted initially hung at the Hall. All Trustees agreed that it would be safer for the sign to be inside and not on an external wall. Debbie to confirm to Ian that we would indeed like the sign. However, on contacting Ian Debbie discovered he had changed his mind and will be keeping it so no further action is required!

Walbridge request for car park – David E was asked by Ben Wallbridge if the Village Hall car park could be used to temporarily hold road chippings for work to be done at The Old School House. This wouldn't be for long and a donation of £250 to the Village Hall would be forthcoming from David Wallbridge. David E sought approval from the Committee who were all in agreement. **On going**

Lighting in Committee Room – Christine requested additional lighting in the Committee Room as current lighting very poor. Rorie suggested replacing the current bulbs to LED which would improve the lighting significantly. David L very kindly agreed to will purchase them and if James would fit them, no step ladder would be required!!

Action DL & JF

Disabled parking signs – the tarmac area in front of the village hall is for disabled parking but there aren't any signs and other people park there. This area needs to be kept clear for disabled parking. Signs to be bought and fixed

Action DE & JF

Display Boards – James raised his concern with the quality of the boards we currently have and are also too broken to use. It was agreed that new boards should be purchased. James to organize.

Action JF

Dorset Village Hall Association– Discussions held about whether we wanted to join the Dorset Village Hall organization. It was agreed that we would join. Jane to liaise with DL and RG

Action JCu

Minutes Documents – James suggested changing the format for our Minutes documents from Word to PDF. Jane to amend document format.

Action JCu

Building evaluation – Patrick was going to provide a valuation for rebuilding the Village Hall should it be required. Charlotte will remind him.

Action CW

Next meeting and AGM is Tuesday 30th March 2026 at 7.00pm

Meeting closed 20.50