

Minutes of Trustees' Meeting Tuesday 23rd September 2025

1. Present

David Ennals (Chair), Jane Curry (Secretary), Rorie Geddes (Treasurer), Judy Miller, Jane Ennals, Julia Stantiford, James Feaver, Paul Comer, Debbie Billen, David Lowe,

2. Apologies & Absences

Mick Rawling, Charlotte Woodford, Thelma Billen, Jenny Crumpton, Christine Burt,

3. Minutes of Last Meeting

These were agreed and signed as a true record.

4. **Matters Arising** – DE reported that the Ladies' Toilet PIR light was now working correctly, although it does stay on for at least 15 minutes! To check the light is off, one must look at the toilet window from outside, and not by pushing open the lobby door to the toilet as this will just activate the toilet light! Wrixons had also replaced the lighting and heating switches board in the main Hall.

All other matters were included within the Agenda items.

5. **Hall Booking-** Paul C raised an issue he had with cancelling a booking for Short Mat Bowls. James offered to create a crib sheet to be put on the website to help should a cancellation be required in the future

Rorie raised again the importance of Hall bookings being accurate as the generation of invoices rely on the bookings.

6. Constitution

Constitution continued – Paragraph 25

25. The Annual General Meeting (AGM) (1) The Charity will hold an AGM in the months of either March or April.

(2) All Residents of this Village and Hooke aged 18 and over shall be entitled to attend the AGM but any agenda item that requires a decision by majority will be resolved by Committee members voting only.

(3) AGMs shall be convened by the Secretary.

(4) Public notice of every AGM shall be advertised to Residents of this Village and Hooke with at least 21 days of notice.

(5) At every AGM will be the appointment of the Chair, who will, ideally, hold the post until the next AGM. Should the Chair be absent at any meeting then the Committee members present will appoint a Chair for the duration of that meeting.

(6) At the AGM there will be reports for the preceding year: the Chair will report on the activities of the Charity; the Treasurer will present the Financial Statement, and a Trustee will report on the allocation and use of the Allotments & Paddocks.

7. Financial Report

Rorie sought approval to open a new account that paid interest and close or reduce the Santander account. Rorie approached Nat West/RBS to ask if they could help with a current account and deposit account which they can, but has had difficulty in opening the account due to information on all the Trustees was needed. Rorie sought approval from the Trustees to share relevant details which would hopefully enable the account to be opened. Approval was given by the Trustees.

OVO – Rorie reported that we are now completely signed up to OVO
 DE raised the possibility of re-applying to the Parish Council for a grant (later in November) on the basis that the Hall is making a loss each month. He proposed that it should be to cover a specific cost e.g. Gardening or Insurance these came to £830 and £640 last year respectively. This was agreed and David took an action to raise a grant application for the November Parish Council Meeting

Action DE

Rorie agreed to provide the necessary figures to support the application for David to raise

Action RG

Rorie also suggested asking Chris Wardle if the CLT could make a contribution as well as there is not much demand on their funds. This still needs to be done.

Action DE

Electric Meters – Rorie reported that they have now been changed.

TOLLER PORCORUM VILLAGE HALL

Report at 21/9/25

| | £ | £ |
|---|-------------|-----------------------|
| <u>INCOME</u> | | |
| Hall rental | | 2504 |
| Village Hall events net | | 524 |
| car park and allotments | | 288 |
| FIT payments from 8/12/23 to 27/6/25 | | <u>1231</u> |
| | | 4547 |
| <u>EXPENDITURE</u> | | |
| Hall expenses | 2809 | |
| Electricity net | 22 | |
| Renewals and maintenance | <u>2196</u> | |
| | | <u>5027</u> |
| Deficit for the period from 1/1/25 to 19/9/25 | | 479 |
| Bank and cash at 1/1/25 | | <u>33088</u> |
| Bank and cash at 19/9/25 | | <u>£32,608</u> |
| Overdue invoices | | <u>£136</u> |

Solar panels & Batteries – James shared that he had read an article relating to some village halls having batteries to store the electricity they make from their solar panels. The Village hall is not often used in the evenings and therefore the electricity gathered during the day goes back into the grid with little recompense to us.

James will circulate the article he read for further discussion.

Action JF

David E raised the issue with the solar panels being very dirty and needing a good clean. He suggested that the company who will clean them (Stevensons from Bridport) could also provide a quote for batteries.

David to make the necessary arrangements for the cleaning and getting a quote for batteries.

Action DE

Rorie offered to workout how much revenue the solar panels currently provide over a 12 month period.

Action RG

8. Discretionary rate relief

Rorie received a letter from the 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**

9. Hiring Charges Review & Concessions - None

10. Maintenance Matters

Settlement cracks –David Brugge carried out an inspection of the cracks and recommended no further action to be taken other than monitoring with tell tale meters which would need to be purchased and put across the cracks. Boxalls will come back to fit the meters as well as finishing balustrade as these tasks were both within the initial quote.

On going **Action DE**

Light outages – Lights failed in the hall and Committee Room earlier in the month. David contacted Wrixons and they discovered there was an issue with some wiring for the emergency signs. In summary the Emergency lights still fully worked, but there seems to be intermittent issues with the lighting of the signs.

It was agreed that the fix that has been applied can be left for now and the situation will be monitored, if there are further issues Wrixons will come back and do a full investigation.

Christine asked whether the heater in the Committee Room was due to come on soon, as it was cold during Majong. James and David confirmed the heater will come on at the end of October when the clocks go back.

11. Fundraising & events

Music – David has booked Lost Souls for July 24th 2026.

Will also look to get Van Rouge back for a music night in May. DE has agreed a fee of £300 when he met Rick McNeal at The Spyway earlier this Summer. We are to make a decision whether to follow up at our January meeting.

Quizes – **Saturday November 15th** was agreed to be the next Quiz night. David will manage questions etc and create a poster to advertise. Agreed charge per ticket is £8

Action DE

Food for the quiz –

Veg Chilli – Jane Cu
Savoury mince / Rolls/butter – Jane E
Green salad – Jane Cu
Rice – Julia

Bar – Mick (we hope!?).

The evening will consist of 10 rounds of 10 questions plus a picture round, with an interval for food and drink refills after the first 5 rounds.

Beetle Drive – Discussed and agreed that it could take place early 2026

Julia has organized 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.

Costings would be in the region of £20 per family of 4 or £5 per head.

Bar would also be required.

Proposed date could be February 2026 half term

Auction of Promises –

It was agreed that the Auction will take place **Friday 10th October**.

37 Promises have been contributed. David L offered to print out 160 copies of the Auction of Promises spreadsheet which will then be delivered with the Toller Times this month.

Action DL

Auctioneer – Rorie will contact Gary Batt to see if he was willing to volunteer to be the auctioneer.

Action RG

Bar – confirm Micky is happy to do the bar for the evening.

Action JCu

Nibbles – Jane E to provide nibbles

Action JE

Car Parking – signs have been put up within the car park.

The new Just Giving and National Funding scheme are now live but to date no digital payments have been received. The cash box to be emptied as soon as possible.

Car park Hire – Russell Crocker has requested use of the car park for a wedding in May 13th 2026 along with the hire of some tables.

This was discussed and agreed, with a donation of £60 plus a donation of cider for the next Village Hall social event on July 24th 2026 being an adequate charge.

Jane Cu to liaise with Russel

Action JCu

We will also advise Russell that there may be a deposit required for the tables.

12. 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.

13. Allotments, Paddocks & Old Trailway

Charlotte wasn't at the meeting but in her apology stated there was nothing to report on allotments and paddocks.

14. 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 Pariah Council who were very supportive and Chairman, Neil Farmer, reported back that our County Councillor, Neil Eysenck, will now get involved

Concern raised regarding the Willows growing within the gardens, David will contact Will to see if they can be taken out, also any brambles that need cutting out.

Action DE

Electrical Charging Point – David L has been contacted by the Council stating that they would like to fit an electrical charging point and suggested the village hall car park.

David E read recently that EV charging points carry a fire risk and that village halls may have to increase their insurance to have one close by, specific distances from the building etc.

David L will suggest that he contacts David E if he calls again and would like to pursue it.

Meanwhile Rorie would seek advice on whether our insurance costs would increase.

Action: RG

15. 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

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 sign, which was attached to the village hall some time ago he would like to donate to the village 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

Action DB

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.

Next meeting is Tuesday 5th January 2026 at 7.00pm

Meeting closed 20.50