

## MINUTES OF THE MILNER INSTITUTE COMMITTEE

Tuesday 9<sup>th</sup> March 2021 -8:15pm Via Zoom

Apologies: Lynda Hankey

Present: Pam T Floyd, Jane Pocock, Joan Hughes, Colin Gandar David Felix, Sylvia Leitch, Di Ross, Tom Rossmuller & Hazel Harkins

1. Welcome/Apologies – This meeting is being held via Zoom as we are unable to meet under current covid-19 guidelines.
2. No matters arising from the previous meeting and minutes agreed.
3. Finances – Joan reported that accounts as follows current account £8000, CCLA accounts require 14 page document to be completed in order that we can close and finalise. Charity commission has been submitted, we earned over £25,000 so treasurers report has been done shown below.

The Milner Institute- Treasurers report 2019-2020

Registered Charity number 1078366

Our opening Balance of all accounts was £13986.24 on the 1<sup>st</sup> April 2019. This was split Lloyds Current a/c- £6451.54; 50-50 Lloyds a/c £3142.52; COIF 1C- £3524.24; COIF-2C- £867.94.

Our closing balance on the 31<sup>st</sup> March was £22767.80. Consisting of Lloyds Current a/c- £12587.19; 50-50 Lloyds a/c £5761.52; COIF 1C- £3545.84; COIF-2C- £873.25.

Our income increased by 15% from the previous year, £27,000 compared with £23,400 the previous year. This is due mainly to a 9% increase in income from our main renter, Moore Village Preschool, and a 4-fold increase in 50/50 earnings, up from £962 in 2018-2019 to £3624 in this year. In addition, Daresbury church began paying rent, giving the Milner Institute an extra £900 annual income.

Expenditure during this year, was similar to the previous year, only 5% lower than the previous year. Our largest purchase was a New Safe (£800) for important document storage, and we had safety maintenance carried out on some trees on the property (£1320).

We have had to cease rental operations, in the final week of March due to the Coronavirus world-wide pandemic. We are unsure as to how this will affect our income streams going ahead, as we do not know how long we will be closed for, and our overheads of maintaining the building are expected to remain consistent. The trustees will continue to meet regularly to review the financial situation of the Charity.

Joan Hughes

Treasurer

01/04/2020

4. Hall Managers Report – Tap has been replaced in outer kitchen. Gutters have been cleaned. Chimney still needs looking at. Police called out Colin to check the building after reports in area, building checked and all clear. The notice board has finally rotted and fell down. Oven to have a deep clean, Colin to sort. People using the Milner to park cars during nursery hours which then causes problems at pick up times. People walking past without face coverings on. Colin to speak to neighbours about using the car park in particular the passing point.
5. Covid-19 information. Nursery is still the priority for the building and with current lockdowns still not looking to open to other users, this will continue to be monitored. We need to ensure that risk assessment and also cleaning etc is in place prior to reopening. Acre.org.uk have very good guidance (Jane emailed to all during the meeting)
6. A.O.B – Pizza van has requested to use the car park on a Friday evening – this has been agreed and rental will be paid. Many thanks to Hazel for being on the committee, this will be her last meeting as she is standing down. Trees next door are not being taken down. Green bins will need licence. David is retiring in July so June will be his last meeting.
7. 50/50 – This is the last draws for 20/21.

Nov 2020

1<sup>st</sup> 111 – Jim Harkins

2<sup>nd</sup> 122 – Peter Priestner

3<sup>rd</sup> 38 - Kirsty Sharpe

Dec 2020

1<sup>st</sup> 231 Helen Dearden

2<sup>nd</sup> 8 – Barbara Rudd

3<sup>rd</sup> 53 – Jill Bright

Jan 2021

1<sup>st</sup> 137 – Wendy Bate

2<sup>nd</sup> 262 – Dorothy Stansfield

3<sup>rd</sup> 209 – Janet Davenport

Feb 21

1<sup>st</sup> 96 – Pam Talyor Floyd

2<sup>nd</sup> 107 Isabel Porter

3<sup>rd</sup> 258 – William Hankey

March 21

1<sup>st</sup> 265 – Sandra Evans

2<sup>nd</sup> 88 – Graham Lancaster

3<sup>rd</sup> 198 – Diane Barker

Cheques to be sorted and signed. Many thanks to Hazel for doing the 50/50 over years. Joan has very kindly taken over the admin role. Letter to be emailed and David will get the photocopy sorted so letters can be distributed.

As a committee we are still not permitted to hold face to face meetings. We have a further committee meeting scheduled via Zoom 8<sup>th</sup> June 2021 @ 8:15pm