THE MERRY BELLS MANAGEMENT COMMITTEE MEETING ON 5TH JUNE 2025 HELD IN THE MAIN HALL

Present: Mr T. Blightman Mr I. McGregor

Mr J. Morrison
Mrs J. Slade
Mrs F.Fox
Mr P. Parrett (New representative of WPC)

Mr R. Barrett (New representative of WPC)

1. Apologies for Absence

Dr. J Guy

2. Election of Officers:

Mr T. Blightman – Chair
Mr I. Germain – Treasurer
Mrs J. Slade – Secretary
Mr R. Barrett was welcomed onto the committee

3. Agree the Minutes of the Last Meeting

The Minutes were agreed as a true record.

4. Matters Arising from the Minutes

There were no matters arising

5. Treasurers Report

As always we looked at the monthly figures first. For Income, we had a good Hirings total of £1,350, which made our average monthly Income for Hirings to be £1,174 against our average for last year of £1,262, so at the moment we are c.£100 per month behind 2024. Our Total Income for May was £2,822 including £1,400 for Rent and £72 for Other. Our Total Expenses were £1,986 delivering a Gross Surplus/Profit of £836, with a Gross Surplus/Profit Year-to Date (YTD) is currently £12,551.

However, we are now presenting our Monthly Management Accounts by separating our Exceptional Expenses, many of which will be 'Capitalised' at our year-end Annual Financial Accounts. But for May the Overheads of £3,953 are predominantly for the Solicitor's bill of £3,607 for preparing the Contract for the renewed Library Lease for the next 15 years. Therefore, this expense will be fully recovered once the new Library Rent takes effect during 2025.

But accounting for the Overheads, this leaves a Net Deficit/Loss of £3,117 and adding in the Depreciation of £764 this means a Total Deficit/Loss of £3,881 for May. Again, Depreciation is usually accounted for with the year-end Financial Accounts but we do monitor them, especially as they will increase this year due to the investments we are currently making, that will be depreciated over the next five years.

Our Total Deficit/Loss for May '25 is therefore £3,881.

So comparing 2025 YTD with YTD 2024 is as follows: YTD Income (2025) £21,087 against YTD Income (2024) £20,522 YTD Expenses (2025) £16,619 against YTD Expenses (2024) £13,189 This means the following comparison of Surplus for 2025 against 2024, YTD Surplus (2025) £4,469 against YTD Surplus (2024) £7,333

The difference in the Surplus between 2025 and 2024 is £2,864, which is more than accounted for by the Solicitor's bill (previously mentioned) of £3,607 meaning the

surplus for 2025 YTD would be £8,076 against £7,333 for 2024 YTD, without the Solicitor's bill.

Therefore in view of the agreed investment being spent on the improved facilities and refurbishment of over £50,000 means we need to monitor the cash-flow and look to maintain two years' worth of reserves. We remain on target and agreed budget for both cash-flow and reserves.

6. Exceptional projects

Kitchen: Refurb work all complete. Inventory on glasses and crockery needs to be done and decision on what to keep. Instructions for dishwasher need to be done

PV Battery: On order, awaiting delivery timings. Battery to be sited in MB office on 1st floor

Corridor flooring: all complete

Redecoration: 2 quotes obtained with a significant difference. Decision taken to go with the lower quote (Wheatley Painters) subject to satisfactory references.

Car Park Management: Signage now agreed and awaiting amended contract Printer: Decision taken to go with Brother ink-jet printer at cost of £219

7. Maintenance Report

Still awaiting quote for Brickwork. After waiting for the steps to be painted it was decided that (**TB**) would buy the paint and possibly be painted by one of the committee. A complaint had been made about the weeds in the car park and therefore require weeding and killing.

(IM) has checked the safety of the outside chairs. Bruins have replaced their outside tables.

8. Correspondence

It has been clarified that the disposal of the rubbish after hirers usage is the responsibility of the Merry Bells and our notes to hirers need to be amended.

The Merry Bells have now been allocated a Garden Waste Bin permit.

(TB) to send out to the committee a copy of all Policies for review and amendment at the next meeting.

9. Booking Update

Bookings remain roughly as last year although another class has recently stopped due to low numbers. Future bookings low at moment. During August some classes stop for the month and we will plan the redecoration around the bookings.

10. Monthly Calendar

Tenant of Office 3 is not responding to communications (TB) to pursue.

Service due for the urinals.

Insurance for July awaiting renewal. **(TB)** to obtain another quote and to order a review of the cost of rebuilding.

11. Any Other Business

The Defibrillator sign needs to be replaced (IM)

(FF) volunteered to hold the mobile number whilst (TB) was on leave.

12. Date of Next Meeting

Thursday 3rd July at 5.00pm in the Coffee Room