

Piddington Village Hall Management Committee Meeting

13 June 2017 – 19:30

MINUTES

Present: John Galloway (JG) – Chairman, Charles Brimson (CB) – Secretary, David Cook (DC), Rosemary Cox (RC), Sally Clark (SC), Kim Elliott (KE), Sam Mylam (SM)

Apologies: Chris Weavers

Action

Minutes of meeting held on 11 April approved and signed by RC (Acting Chairman)

Info

The meeting was addressed by Sandra Casey on behalf of the children's play area Marie-sub-committee. Sandra explained that the next annual safety inspection by RoSPA will be carried out in six weeks and that we will know more then about the likely requirements for action as most of the equipment is now showing signs of age. Proximity of the play equipment is likely to be an issue, the committee was informed, as regulations have changed. She explained that we need a plan for the future and asked if the fund raising could be brought into the PVHMC auspices. Committee members explained that this had been suggested in the past but had been rejected by Marie-Claire who preferred independence from the PVHMC. It was explained to Sandra that PVHMC's main responsibility for the play area is providing public liability insurance. It was suggested to Sandra that she and Marie-Claire should approach Cherwell DC about the likelihood of a grant to help with capital purchase. It was agreed that Marie-Claire should address a future PVHMC meeting once the results of the Safety Inspection are known and Cherwell has been contacted. Sandra then left the meeting.

Marie-Claire to address future meeting

There were no **matters arising** from the previous meeting as the agenda for this meeting covers all the main subjects.

Info

Committee Structure. JG welcomed CB, SC and SM to the committee. DC has resigned the Secretary position but remains on the committee. As the committee is still below the maximum number of members allowed, DC proposed that Al Hopkins be co-opted onto the committee. RC seconded the proposal. Al was not present and will be invited to attend the next meeting.

Info

Charities Commission. Their website login for PVHMC needs to be updated. Current access is through Ken Howard. SC to contact Ken Howard to obtain the login details.

SC

Trustees. Ken Howard is no longer a Trustee. Once we are able to access the Charities Commission website his name will be removed and replaced by CB. The other Trustee continues to be RC. SC / CB

Resilience Fund Liaison sub-committee. JG proposed that following a personal matter between the two existing sub-committee members, the sub-committee should now consist of himself and one other committee member. There were no volunteers amongst the members at the meeting. It was suggested that as Al Hopkins joins PVHMC from next meeting he would probably like to be involved in this sub-committee. JG will speak to Al before the next meeting. JG / AH

Treasurers Report. The report had already been circulated amongst the committee by CW. JG was pleased that a circa £2.5k surplus was forecast for the current year. There were no questions arising from the report. Info

Events Review. The MOrganisation concert had been well received and JG thanked both SC and CB for organising it. There was concern from SC that despite their best efforts the concert was poorly attended by residents of Piddington. It was noted that only one member of the PC attended the event. The VH Spring Clean was also poorly attended by non-PVHMC residents, although the results of the tidy-up were very good. Info

VH Publicity. DC proposed, in the light of the need to be pro-active in publicising all events and other activities by PVHMC, that he was willing to take on the role of Publicity Officer. The committee agreed and thanked DC for this suggestion. DC will contact the PC Chairman and also Hazel Coleman and make use of their communication channels. Village Newsletter publication deadlines were communicated at the meeting. DC

Events Planned.

25 June – Shed Tidy (JG and CW)	JG / CW
30 June – Barn Dance and Barbecue	DC/ SM /
7 October – Apple Day and Harvest Supper	KE
13 October – Film Night	
17 November – Ukulele Evening	
Date TBC – Skittles Evening (CW)	
15 December – Village Christmas Drinks (including December Pop-Up Pub)	CW
Monthly Pop-Up Pubs	SC / SM

Village Hall Development. DC has obtained a quote from Jerry to modernise the kitchen for £10k (does not include cooker, sink or dishwasher). Ken Howard had obtained a quote from Homebase for £8k (including appliances but excluding labour).

A long discussion followed involving grant applications, the need for professional project management and architect input of the development and the scope of works involved. The following next steps were agreed: JG

1. JG will speak to Ken Howard about his experience in grant applications and involvement with the PC. RC
2. RC will speak to the two local builders to sound them out. CB
3. CB will speak to Tessa Hall at Community First Oxon about other Village Hall developments. DC
4. Immediate works required – the centre-right fire doors need to be repaired. This will cost approximately £70 (approved at committee) and will be organised by DC. DC
5. DC is chasing a quotation for the external render repairs and car park patching. RC
6. RC will contact a local electrician about the immediate replacement of a

damaged electrical double socket and the problem of the frequently-tripping kitchen ring main MCB.

RC

7. RC asked if she should proceed with the supply of curtains in front of the side fire exits. CB expressed his concern about the legality of covering of an emergency exit. RC will seek advice from Cherwell DC. Decision held over until the legal/fire position is known.

CB / CW

8. RC has passed the invoice for the window curtains (£248) to CB to pass on to the Treasurer for reimbursement.

Repairs to Gents Toilet. SM confirmed that the repairs have now been carried out, although there is a question of whether the urinal flushing system is working properly. SM to investigate

SM

Folding Chairs. DC proposed that as these are now surplus to requirements that they be donated to the Village Church. The committee agreed. DC will organise.

DC

Electricity Supplier. CB informed the committee that he has had contact with a commercial price-comparison organisation called 'Approved Index' that guarantee to undercut SSE on the VH electrical charges. CB will pass on the contact to CW to investigate further. JG suggested that if we are able to provide the cheaper quote to SSE that they may well match or even beat the quote in order not to lose the contract.

CB / CW

The meeting closed at 21:40. The next meeting will be at 1930 on Tuesday 11 July 2017.