

# PIDDINGTON VILLAGE HALL MANAGEMENT COMMITTEE

## MINUTES OF MEETING HELD ON TUESDAY 11<sup>TH</sup> DECEMBER 2018.

Present: Leslie Oldman (LO) (Chairman), Chris Weavers (CW) (Treasurer), Ken Howard (KH) (A/Secretary), Kim Elliott (KE) Booking Clerk, Bob Dixon (BD), Sam Mylam (SM), John Galloway (JG)

Apologies Sandra Paisley.

**Meeting opened by welcoming Mario Terzino (MT)** who addressed the committee and stated that he would like to join the village hall committee. (This request was subsequently passed unanimously.) He then discussed the village hall security system which had previously been approved. He stated that the front doors to the VH were possibly not at this point suitable for the equipment due to bad fitting. This matter was discussed. (MT) agreed to review the situation regarding doors and fitting. (MT) then raised the matter of the cider production and the equipment now in the village hall cupboard, its security and eventual movement to the proposed extension in 2019. Matter discussed. (BD) would enquire into making the cider equipment secure, without the need for permanently locking the cupboard door. (MT) then raised the question of the children's play area – what was proposed, and that funding was being sought. Matter discussed and the question of Insurance and responsibility for the area when installed was raised. These matters to be on an agenda when the area was nearing completion. (KH) stated that he had arranged with Murphy's, the Network Rail contractors working in Piddington, that they would remove all the bark and other material from the play area, level and lay a new membrane, and stones ready for use when needed. This was a free service offered to Piddington.

- 1. The minutes of the meeting held on 13<sup>th</sup> November 2018, approved and signed.**
- 2. Constitution:** (JG) raised the question that our entry in The Charity Commission website stated that our constitution was dated 1963. The committee appears to be working on a 1994 constitution which had not replaced the 1963 dated one. (CW) stated that he had drafted a replacement which he had asked (KH) to check with the Parish Clerk as to its legality. The matter was discussed and it was agreed that as The Charity Commission had recently updated their suggestions on constitutions (KH) and (CW) would prepare a new document for the committee at the next meeting. (BD) asked that it should include the position of Chairman for meetings to be on a rotating system between the committee members.
- 3. Matters Arising:** (a) Grass Verge (KE): nothing from OCC. (b) Kitchen Publicity (CW): Photographs supplied to Bicester Advertiser should be in paper 13<sup>th</sup> December. (c) Village Hall Heating: (KH) awaits 2 additional quotes, to be discussed spring 2019. (d) Gents Toilet (BD): the new floor has been laid and a replacement double glazed window installed. Heating in toilet to be looked at by an electrician in due course. (e) Cider equipment: already discussed.
- 4. Treasurer's Report:** (CW) Accounts previously circulated. Expenditure over Income for 2018/2019 will be in the region of £5000, this includes kitchen costs. Income for 2018 is less than previous year. More money-making events needed for 2019, as work on village hall increases. 200 club over £300 short in current year, this matter discussed and to be an agenda item for April 2019.
- 5. Village Hall Maintenance:** (BD) Circulated a document Maintenance & Improvement Check List. Items discussed, 17 items dealt with 10 on hold/outstanding. Drawings for the cider

cupboard in the new storeroom have been produced and agreed with David Cook. They were explained to the committee. One quote for the work has been received, another quote awaited.

6. **Village Hall Extension:** (BD) Outlined the project to (MT) and (JG) and how the project was progressing. Planning permission granted, now await building regulations. Discussion by (MT) on play area fencing, approved it can be removed. Insurance for the play area discussed again and will be a future agenda item. (CW) Has completed the funding application to Cherwell District Council, committee informed of its content and explanations given on various items within document, and costings. (CW) asked for this document to be approved. Approval agreed. Two Trustees signature required on document, completed. In early 2019, similar application will be made to Viridor for additional funding. Attached to these minutes is Appendix (1) A Capital Costs sheet and Appendix (2) Extension Project Funding Layout document.
7. **Village Hall Events:** (KE) Village Christmas drinks night Friday 14<sup>th</sup> arrangements completed. Further events for 2019, possible Barn Dance, Film Night, Pamper evening, Comedy event. (KE) to liaise with local village who have organised these events in past. Pub night in January: weather may mean it being cancelled, discussed. Decision to be made at next meeting 8<sup>th</sup> January 2019.
8. **Any Other Business:** (BD) will obtain a suitable new bowl for the sink area as there is no provision for slops. The village hall committee had been asked by a villager if they would purchase a high chair for village hall use. Matter discussed, declined.

MEETING CLOSED AT 10.10 P.M. NEXT MEETING TUESDAY 8<sup>TH</sup> JANUARY 2019 7.30 P.M