

PIDDINGTON VILLAGE HALL MANAGEMENT COMMITTEE (pvhmc)  
MINUTES OF MEETING HELD ON TUESDAY 12<sup>TH</sup> NOVEMBER 2019.

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

1 Apologies: Mario Terzino (MT): Sandra Paisley (SP):

2 Minutes of meeting held Tuesday 8<sup>th</sup> October 2019 confirmed and signed.

3 Declaration of Trustees: (KH Parish Councillor/Chair of Bicester Rural Police Resilience Group/Executive member of Oxfordshire Association of Local Councils/Member of Pantry Group/Church Fund Raising Group: (CW) Pantry Group Member/Church Fund Raising Group Member:

4 Matters Arising: (a) Village Hall Colour Scheme (BD) produced two colours for agreement re lower half of village hall painting, after discussion it was agreed that SAGE would be the preferred colour: (b) Car Park/Foliage (KH) Meetings with Michael Phillips re the fencing along West side of village hall car park had taken place and an understanding had been agreed. The foliage would be cut back from the fence by Plantasia. In due course the village hall would erect some fencing of their own along the concrete edge of the car park adjacent to Mr Phillips fence: (c) village hall speakers (KH) that David Hutchings speakers for the hall were already in the storage area and it was anticipated would be fitted soon: (d) Security Codes (KH) stated that (MT) was intending to add an additional two (2) numbers to the codes already issued to upgrade the village hall security.

5 Treasurers Report: (CW) A balance sheet had already been circulated prior to the meeting nothing new to add. When the new heating was up and running a comparison would be in place to compare electricity costs. The £2000 funding from TOE would be paid by them into the Parish Council account who in turn would pay the heating contractor. The Parish Council would claim the VAT refund which would cover the Entrust fee payable on behalf of the village hall. Yvonne Weavers has offered her resignation after many years of being a principle in the 200 club, in 2020 the matter would be discussed further.

6 Village Heating: (KH) the new heating was now being installed and the new elements were in place further work on fitting power and condensers to

continue completion expected within 7 days. (CW) enquired about the gaps in the new fire doors caused a slight draught (BD) would investigate.

7 Play Area: (KH) The contractor would commence work on Wednesday 13<sup>th</sup>, the additional manhole cover was expected. (MT) would be responsible for monitoring the works. (CW) would upon completion make contact with the village hall insurers re additional cover for this equipment and liability insurance. (MT) intended to fit CCTV Cameras to cover the play area and other parts of the village hall complex. Discussion on having an official opening party when completed with a possible dignitary being asked to carry out the opening matter for discussion with (MT).

8 Maintenance/Upgrades/Doors: (BD) The Guttering around the hall would be replaced/repared on Saturday by the contractors at a cost expected of around £100 (agreed). The new front doors would now be expected to be fitted week commencing the 25<sup>th</sup>. The re-furbishment of all three (3) toilets was underway with three (3) quotes being obtained. (BD) produced a plan of the locations and explained that a 2<sup>nd</sup> Urinal in the gent's toilet was possible and this would be considered by the various quotes. There was then a discussion on if paper towels of air sourced hand drying equipment should be installed in the toilets. It was agreed that some form of paper towels would be the preferred option matter left to (BD) to investigate. (BD) produced a plan of the village hall car park showing white lined parking bays to include possibly 2 disabled bays, 19 bays in total. Matter discussed further bays maybe possible. The painting of the interior of the hall would commence on Friday 3<sup>rd</sup> January 2020, paint colours had been approved and contractor informed. Specification would be passed to (CW/KH).

9 Sheds: (CW) had been asked by (MT) that the contractor's cheque for the repainting of the sheds etc be sent. (KH) Understood that further painting of areas missed were to be done and he would enquire from (MT).

10 Functions: (CW) Ukulele night to date 72 tickets had been sold or ordered. (KE) had confirmed that the Morris Minors choir would attend as last year at the village Christmas drinks night 13<sup>th</sup> December. The cat protection booking confirmed 23<sup>rd</sup> 2 to 4 p.m. The village hall to be Christmas decorated on 1<sup>st</sup> December from 10 a.m. These to be removed on or about the 2<sup>nd</sup> January 2020, prior to hall painting. The March booking for 2 days had been confirmed and payment had already been made. Arrangements would be made for the customer prior to event be shown round the facilities. The village Christmas

drinks party a donation would be made by the parish council to cover food. The period from 7 p.m. to 9 p.m. the village hall committee would offer free drinks. The event was also partly to show all that had been achieved by the pvhmc over the past few years. It would also be used to highlight the names of the funders who had help to enhance facilities in the hall. Outside publicity will be sought for this event.

11 Any other Business: (BD) raised the matter of disposing of empty glass bottles after events and suggest a schedule by members. (KH) stated he would remove bottles etc. After the next two functions (Ukulele/Drinks Night). (BD) regarding the dehumidifier whilst he was away it would need inspection he would instruct (CW) on this procedure. Agreed as new heating in the hall would be working that the pop-up-pub nights would start again as from January 2020, dates to be confirmed. The Coffee/Book mornings would also re start in January 2020, dates to be confirmed.

Meeting closed at 8.20 p.m. Next meeting Tuesday 10<sup>th</sup> December 2019 7 p.m.

Sam Mylam to be chair.