

# PIDDINGTON VILLAGE HALL MANAGEMENT COMMITTEE (PVHMC)

## MINUETS OF MEETING HELD ON TUESDAY 9<sup>TH</sup> APRIL 2019.

### CHAIR MARIO TERZINO

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

Apologies; Sandra Paisley (SP).

1. **Minutes of last meeting held on Tuesday 12<sup>th</sup> March 2019**, approved and signed.
2. **Declaration of Interests:** (MT & KH) declared as Piddington Parish Councillors; (CW & KH) declared members of The Pantry group and St Nicholas Church Project Fundraising group; (KH) declared as chairman of Thames Valley Police Rural Resilience Group and an executive member of the Oxfordshire Association of Local Councils.
3. (BD) had attended the meeting with a heavy cold; it was agreed that his agenda matters be dealt with first so he could then leave the meeting.
4. **Extension Update** (BD): The letter from Cherwell District Council as landlords had now been obtained, giving us permission for the extension. It had taken over 6 months to get this. Work on outside electrics had started. The extension base to be started on or about the 11<sup>th</sup> April and would be completed prior to extension arriving due 23<sup>rd</sup>. The site will also be inspected by the Building Inspector during the various aspects of work. There was then a discussion on informing local people who may be troubled by noise of machinery etc. Agreed (BD) and (CW) would draft a letter of explanation and circulate it by hand to the people who may be affected. Machinery being used would be stored at rear of village hall car park. Agreed that separate front door codes would be issued to the various contractors. At completion of work they would be cancelled. (BD) explained that rain water would be run to the new soakaway, thus hopefully alleviating the standing water in the car park. The Pantry donation of £500 had now been received.
5. **Maintenance Update/Confirm Quotes for Work:** (BD) circulated a Maintenance and Improvements checklist: a section of plaster in the ladies toilet had been renewed painted; a tap had been repaired; heaters to be replaced in autumn; the interior of the hall will be repainted, quotes to be obtained. (BD) also circulated quotes from 3 separate traders for outside painting of village hall plus the gents toilet. Matter discussed and the quote from S.D.Varney of £2715 was agreed by the committee. Two quotes had been obtained for the proposed airlock and double doors to be fitted inside the arrival area of the village hall. This matter discussed, the quote from JBR of £1868 was agreed by the committee. Separate quotes would be sought for the painting after completion of this work. (MT) was asked whether, as it was proving difficult to get quotes for 2 new front doors, the present doors could be made sufficiently safe to incorporate the proposed new security system. (MT) was

working on this with his electrician and carpenter and was hopeful that the existing doors would be deemed as satisfactory, plus extra security would be made when airlock work completed. Then a short discussion of the outside furniture that needs re-varnishing and making good. Agreed as future agenda item. (CW) stated there may be some funding from Doris Hill Charity for such work as above in the region of £1000. He would investigate this.

6. (BD) left the meeting at 8.05 p.m.
7. **Treasurers Report:** (CW) circulated a comparison of the 2018 and 2019 village hall accounts with regard to income and expenditure. The accounts for the period ending March 2019 had been closed and the accounts had been given to Heather Thomas to sign them off. This has been the case for many years. Expenditure over income would be in the region of £6000, taking into account outlays re kitchen work, planning fees, extension expenses etc. (CW) explained that the water bills had reduced as a result of the water leak in the gents toilet having been fixed. Discussion of bank procedures agreed (CW) to investigate.
8. **Play Area Update:** (MT) has been told that his funding application to Cherwell District Council would not be considered before early 2020. However, should any approved application not take up their monies they would be redistributed. An email from Murphy's, the Network Rail contractor, has informed (MT) that his play area proposal was still part of their thinking. They will be back on site as soon as all the building permits have been approved. The sum of £2723 has now been transferred to the village hall account; this is money raised for the play area by villagers as a result of various fundraising activities. It will be used exclusively for that project.
9. **Village Hall Heating:** (KH) stated that some quote paper work was still awaited, this matter will be an agenda item prior to AGM.
10. **Village Hall Bar Management:** (KH) stated that (SP) had mainly been responsible for bar management at Pop Up Pubs. At the last pub function she discussed with (KH) the April date. It was decided that it should be a Happy Hour event, that (KH) was to get 12 bottles of XT1, a cask of XT3 and XT4, she would cover the other drinks required. A discussion ensued on future pub nights and events and how to make them more popular. Suggestions included a BBQ and decorations. (MT) stated that the cider group needed to have access to Village Hall on 20<sup>th</sup> for a time, to carry on their project.
11. **Village Hall Functions Update:** (KE) confirmed the Pamper Evening 15<sup>th</sup> June would be a pay at the door event, £5 including a glass of bubbly. The cycle event planned for the village location and village hall was discussed. The question of parking was raised. (KH) offered to approach Ben at Plantasia to ask if his large car park could be used for a few hours. Query raised that the Booking Calendar when opened on a tablet/phone did not cover weekend dates, only Mondays to Friday. Enquiries in hand.
12. **Annual General Meeting 14<sup>th</sup> May 2019.** Procedure discussed and agreed (PVHMC) would meet at 7 p.m. Meeting open to public 7.45 p.m. Refreshments served at conclusion. (KH) would email Rosemary and ask for her position during the next 12

months. (KH) had asked for information to be in Parish Matters for the May issue. Notice boards will have info re this meeting.

13. **200 Club:** (KH) has offered to be the main organiser of this project. Matter discussed as to committee members being asked to cover certain areas when it was known a knock on the door would get results. (CW) will make these locations known.
14. **Any Other Business:** (MT) stated the resilience shed obtained for generators etc. is an agenda item at next Parish Council meeting. (CW) stated the outside electric connection box would appear to have no key, was a slight problem at last Pantry market. (KH) stated there is a key but the location is unknown. (CW) and (BD) said there is a problem with shutting the fire door that leads onto the grass verge. Enquiries will be made to get it examined.

Various quotes and documents produced will be part of the approved minutes and posted on the village website.

Meeting finished at 9.10 p.m.

Next Meeting 14<sup>th</sup> May 2019, 7 p.m. Followed by AGM