

# PIDDINGTON VILLAGE HALL MANAGEMENT COMMITTEE

## MINUTES OF MEETING HELD TUESDAY 12<sup>TH</sup> FEBRUARY 2019.

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

Apologies: Kim Elliott (KE): Sandra Paisley (SP): John Galloway (JG)

**Prior to opening the meeting (KH) informed the committee that (JG) had informed him that due to business commitments he was not able to give the necessary full time required to be a committee member. Therefore, he was standing down. However, he asked that the committee considered him as a village consultant who could attend meetings and offer his input, but appreciated he was not able to vote. Matter discussed and agreed (JG) could be included in meetings as and when he could. There was an agreement that he be thanked for the work and help he had over the years given to the committee.**

- 1. Minutes of meeting held on 8<sup>th</sup> January 2019, for approval and signature.**
- 2. Matters Arising None (KH)**
- 3. Treasurers Report (CW):** A balance sheet had previously been circulated to all committee members, the difference between income and expenditure was in the region of minus £5000 for this financial year. This was due to various projects carried out on the village hall. (CW) had noticed an increase in water bills. Matter discussed and location of the Village Hall water meter was to be determined for checking it is working correctly.
- 4. Governing Document (KH):** All the committee were given a photocopy of the 1963 Governing Document for their information. A summary of matters concerning this/charity commission/legislation had been circulated for information. The Governing Document charity principle cannot be altered, however, certain items within that document can be updated and or altered, there is a section within the document that allows the Trustees to do this. Any updates/altered sections have to be passed by the committee, signed and dated. Then they are put on the Charity Commission website under our charity number (1072261). This document then becomes part of the Governing Document. This matter discussed, agreed (KH) (CW) (BD) and (LO) would meet to compile the possible amendment for circulation. Bye-laws/standing Orders to also be formulated with input from all committee members. These are not required to be lodged with Charity Commission. Approval of the village is not needed in either case.
- 5. Children's Play Area (MT):** A leading participant of this project would appear to be moving from the village. It was hoped that other villagers could be found to help in this cause. A number of quotes had been obtained for the equipment, further information was being sought. The Play Area is a Village Hall asset and a funding group would be a sub-committee of the Village Hall main committee. A meeting on the 19<sup>th</sup> with Network Rail to discuss the offer from them of moving the current play

area debris. Matter of this discussed as movement of equipment may upset schedule of extension ground work. (MT) (BD) to liaise.

6. **Village Hall Extension Update/Funding:** (BD) had received a letter from Cherwell District Council (CDC) regarding building regulations (heating/foundations). A satisfactory reply to them had been made and agreed. Letter from CDC legal department still awaited re landlord's approval for extension, verbally agreed. The building supplier's build date was within 8/10 weeks. Discussion had on ordering and payments (CW). The Viridor funding application had passed its first hurdle and a representative will come to the VH and discuss the proposal of the extension. Various members had stated that they would be available for this meeting (no date set). (CW) circulated a costing of the whole project, including all the possible funding plus cost to VH without Viridor funding. (CW) to check with Cherwell how they make their funding payments. Agreed that (CW) and (BD) would liaise regarding payments and ordering of building. (BD) had a colour chart with the hope of matching the extension roof colour with present village hall roof. (BD) and (CW) to liaise.
7. **Village Hall Maintenance/Handy Man** (BD): A new quote had been received for painting the gents' toilet and painting the fire doors – £646. A quote from same person for new inner front doors – £2046. This latter project would be on hold until extension completed. Further quotes would be obtained. Ladies' toilet may have to be closed for a short period when repairs are made there. The disabled toilet would be available. Two new extractor fans had been ordered for the toilets, and the hall inside lighting had been repaired.
8. **Village Hall Security Update:** (MT) updated the committee on work so far carried out on the new front door's security system. An electrical connection was required. (MT) stated that the front village hall doors would at some point need replacing. Enquiries to be made within the village (KH). CCTV would be installed around the village hall as soon as possible.
9. **Village Hall Insurance:** (CW) had informed our insurers that we no longer had a children's play area and had secured a reduction in the overall insurance premium. The insurance for the village hall only covered the location, functions outside the village hall curtilage was not covered by insurance, but application for such a function could be covered by additional insurance from our insurer. Enquires by (CW) of our insurers re the security system and door locks to be made.
10. **Village Hall Risk Assessment** (KH): This was done by a past committee member some years ago, the document which was in the village hall has been lost when kitchen refurbishment was carried out. A villager has offered to carry out a new assessment for us.
11. **Bank Mandate Signatures:** (CW) stated that in due course (MT) and (KH) would become bank signatories.
12. **Village Hall Shed Tidy/Resilience Storage Shed:** (KH) suggested that shed tidy day be carried forward. (MT) stated that a suitable shed for the resilience equipment was being investigated and the outcome on suitability was awaited.
13. **Village Hall Events/Pub Nights:** (KE) had supplied a list of forthcoming events for 2019, as follows: 15<sup>th</sup> March Film Night: J Maynard Singer 17<sup>th</sup> May: Pamper Evening

15<sup>th</sup> June: Ukulele Evening 29<sup>th</sup> November: Christmas Village Drinks either 13<sup>th</sup> or 14<sup>th</sup> December: Barn Dance date to be arranged: Bingo Night either in July/August: A Bake Off Night prior to summer school holidays: Pub nights carry on as usual. (KH) suggested holding a regular book swap coffee shop social event in the village hall. The Pantry had been approached and had agreed to sponsor the refreshments. The function would be once a month on a Thursday between 10.15 a.m. and 11.45 a.m. Agreed.

14. **Any Other Business:** Pantry concern over flooding in side car park, discussed matter would be very costly. 200 Club needed a new co-ordinator, discussed, to be on next agenda for discussion on income and principle responsible. (MT) stated that David Cook was not now the leading member of the Cider Day Group. A date had not been fixed for 2019 apple day. (MT) would contact the other people involved regarding who is leading this project and what is proposed for Autumn 2019.

The meeting closed at 9.40 p.m.

The next meeting is Tuesday 12<sup>th</sup> March 2019, at 7.30 p.m.