MINUTES FOR EXTRAORDINARY MEETING

 PIDDINGTON VILLAGE HALL MANAGEMENT 23RD MAY 2023

CHAIRMAN MIKE NEWBURY.

 Present: Mike Newbury (MN) Mario Terzino (MT) Deborah Walton (DW) Karen Joy (KJ) Chris Weavers (CW)

The chairman opened the meeting and explained this meeting was called as a result of the sudden loss of the previous secretary Ken Howard.

Apologies - none

Declaration of Trustees’ Interests, Mike Newbury & Mario Terzino are on the Parish Council.

Officers appointments - MN - confirmed as Chairman, CW confirmed as Treasurer, DW confirmed as Secretary. KJ as a trustee and MT as a trustee.

Minutes of previous two meetings and the AGM agreed, and signed by the chairman.

Review of matters arising from AGM:

Car park

The state of the car park was mentioned we are currently awaiting quotes for repair, and also awaiting the result of a meeting with Cherwell to discuss the land that the village hall is on and upkeep.

Trustees responsibility

The trust deed and bylaws were read and discussed in full. All happy that the correct procedures are being followed.

Sign off of accounts. A question was raised regarding procedures. These have been fully discussed and have been found to be in accordance with the charities commission. We will however look at this again to ensure we are keeping up to date.

Bank accounts. The signatories and bank mandate was reviewed and completed.

The alcohol licence was checked.

Trustee Contingency Plan: In light of recent events we have agreed to change our method of storing documents. This will involve a plan to ensure all documents are held centrally and on- line. MN will organise this.

The coffee mornings were discussed and DW and KJ agreed to run these again.

Play area inspection. This has been put on hold until the parish council meeting.

Loft ladder update. Installed. Will be treated and painted when it can be arranged. MN

Wine tasting update. MT will contact and hopefully arrange a date prior to Christmas.

Solar panel update. MT this is an ongoing project, and MT and MN are in contact with suppliers.

First aid refresher course. DW date to be arranged.

Christmas market - stall costs were fixed, to be on next agenda to start planning.

Functions: a few dates confirmed, the Pop Up Pub 30th June, 14th July Quiz

AOB. A request to turn the temperature of the hot water down was agreed, MT to look into it.

Review of art week: very positive feedback had been received.

The meeting closed at 9.40pm.