

## PIDDINGTON VILLAGE HALL MANAGEMENT COMMITTEE (PVHMC)

### MINUTES OF MEETING TUESDAY 13<sup>TH</sup> AUGUST 2019.

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

1. Apologies: Kim Elliott (KE): Sandra Paisley (SP):
2. Minutes of meeting held on Tuesday 9<sup>th</sup> July 2019 confirmed and signed.
3. Declaration of interest by Trustees: (MT & KH Parish Councillors): (CW & KH members of Pantry Group and Church Fund Raising Group): (KH Chair of Bicester Police Rural Resilience Group & Executive member of OALC):
4. Matters Arising: (a) Extension entrance doors hazard: (KH) stated that the 2 doors that open both ways could be a hazard when in use. (BD) stated that a quote had been received of £275 for the doors to be re-hang and magnetic door stops added. This matter discussed. (BD) had obtained 2 door stops (£30) that would hold the doors open when in use and agreed these would be tested. Also agreed to ask Carpenter if the uneven floor entrance to this area could be removed. (b) Sheds maintenance and painting (MT) had received a quote from our Odd Job man for £300 to carry out the work, matter discussed and agreed to confirm the work to be carried out as per quote: (C) VH Security/Front Doors: (MT) stated for the new security system to work satisfactorily the front doors at present were unsuitable. Matter discussed and quotes for Aluminium doors would cost in excess of £3000.(MT) would advise (CW) of new user codes. (BD) had made many enquires and had ID a door manufacturer Mendes Doors who manufactured suitable doors to the correct measurements at a cost 2 £450. With additional expenses of the carpenter fitting and a lock the total cost would be in the region of a £1000. Discussed and agreed that these doors should be ordered and the carpenter contracted to fit. (d) Resilience Equipment? Shed (MT) confirmed the equipment had not yet been ordered for this shed but the Parish Council would in due course order the generators. The window if the shed would be boarded up for security reasons.
5. Treasurers Report: (CW) circulated an Income/Expenses document for the past 5 years and explained various aspects. The village Hall funds were good and the document took into account various works to be carried out during 2019. This document would be attached to the minutes file.
6. Maintenance Update (BD) Gents toilet now redecorated: Village Hall exterior had been painted: Ladies toilet to be redecorated in due course including new mirror: Air Lock doors now fitted: Fire doors inside finish colour to be discussed at next meeting: Weed killer had been sprayed in car park and a request that a Sprayer cost £30 be obtained for further use: Guttering to be examined for renew or repair: A complete refurbishment of all toilets to be undertaken when interior works of Village Hall had been completed. Agreed.

7. Village Hall Sound System: (MT) offered the village hall some equipment free including a CD player/Amplifier these items to be fitted in extension area wall in a small locked cabinet, the template for access to this equipment would be fitted on the wall inside the hall. Further (MT) had wireless microphones also for use for the hall. (KH) had ascertained that a villager who had fitted sound systems in Churches had been asked for a quote to fix 6 speakers' stereo in the hall all working independently of each other. These would have access to the proposed Template for use.
8. Children's Play Area (MT) Cherwell had confirmed their offer of funding to the new play area. A Viridor representative in connection with our application for funding, was coming to view the play area site on 4<sup>th</sup> September at 1.30 p.m. Murphy's/Network Rail (MT) was still in talks with them on other village benefits they maybe be able to provide as part of their PR exercise to the village.
9. Functions/Halloween: This date has been set for 1<sup>st</sup> November. (KE) was lead on this and Roy a DJ was being asked for his services on the night (SM) to confirm. (MT) Apple day as such would be cancelled due to 2019 being a bad year in village for apples, however the Harvest Supper would still take place PM on that day. (MT) stated that the cider cupboard needed some electricity and extractor fan fitted, to be costed.
10. Christmas Village Drinks: (KH) this had been discussed at last meeting was thought a good PR exercise for the village hall committee to sell the good work done on the hall over past few years, suggested that 14<sup>th</sup> December drinks from 7 p.m. to 9 p.m. would be free. The Food would as usual be from a donation made by the Parish Council. Agreed.
11. Any Other Business: (a) Bus update (LO) explained he had read though the various legal documents for the village hall especially the Governing Document of 1963, which sets out procedures of compliance in governing. (LO) was of the opinion, having explained it to the committee, that there is no proviso for the village hall having and maintaining a bus. In order to do this the actual Governing Document which has been approved by the Charity Commission, the principle charter would have to be changed and approved by the Charity Commission. An alternative was for (MT) to form a separate Charity. Matter discussed at length. (MT) understood the legal aspects of having a bus and indicated he would form a separate charity. The committee all added if that was the case, they would be happy to be trustees. (CW) explained that the village hall needed more publicity on what it does and what it intends to do (BD) stated he was updating the village hall website and this would go some way in doing this: (MT) asked that a suggestion box should be in the village hall for comments etc. Agreed: (BD) is updating the village hall website and would like to refer to the committee as The Team. Discussed, to do this would need changes to various official documents. The Team term could be used on website; Flowerpots/Hedge (KH) had spoken to Ben at Plantasia who had supplied the flower pots and had been thanked. He had also offered to cut the front hedge when his equipment was repaired within 4 to 6 weeks. Offer to cover his costs agreed. (KE) had informed the committee that blinds had been ordered for the extension windows: (KH) The village hall had been offered a small fridge free of charge from a

villager. Was considered an opportunity to have and store beers and wine for the pub nights and future bar area use. To be stored in extension. An additional small cupboard that could store other bar drinks and remove them from the cupboard in men's toilet (KH) to investigate.

12. Sam Mylam to be chair of next meeting 10<sup>th</sup> September 2019.
13. Village Hall Cleaning (SM) gave a short presentation on her application to be appointed village hall cleaner in place of present commercial cleaner. There was a lengthy discussion on this proposal. Various matters needed looking into by all parties and the matter would be resolved at next full meeting.
14. Meeting closed at 9.50 p.m. Next meeting Tuesday 10<sup>th</sup> September 2019.