

**Tackley Village Hall**  
**Minutes of Management Meeting**  
**Wednesday 15 January 2003**  
**8pm at the Village Hall**

**Present**

Simon Gough (Chair), Robbin Gibbons, Gill Withers, Ruth Plucknett, Pam Bass, Jim Howard, Barbara Vaughan, Neil Wilson, Rachel Strachan, Keith Cross

**Apologies**

Julie Sale, Helen Calkin, Amanda Northwood

The minutes of the meeting of 11 December 2002 were agreed with one amendment 'permission to consume alcohol', instead to serve'.

Barbara Vaughan was congratulated on her appointment as Sub-Postmistress

**Matters Arising**

The broken fanlight is not to be repaired if, following further inspection, it is considered not to be a health and safety risk.

SG reported that the minute book and other correspondence files had been handed to NW.

SG has renewed the hire conditions and regulation notices on the noticeboard and passed copies to Mike Bishop for distribution to hirers.

It was reported that Mike Bishop is happy to continue taking bookings.

SG has redrawn the hire rate sheet and this was passed to the committee for discussion. It was agreed to publish the hire rates as applied to village hires in the Newsletter.

KC has received a letter of thanks from Meril Smith at ORCC regarding the £40 contribution to membership.

**House**

RS raised the problem with overflowing sewers and that there is to be a Parish Council meeting on the 17 January regarding this problem. SG and BV will be attending the meeting on behalf of the Village Hall.

JH reported that the Parish Council has paid for the repair of the telephone socket that was damaged during a recent hire.

SG raised the possibility of hires paying a 'security deposit' for future hires and it was discussed whether this should be applied now. It was agreed that the current tariff should be published in the newsletter and this should include notification of a required £15 deposit.

**Bookings**

Permission was given to Julie Sale to consume alcohol at her booking on 16 March 2003. NW had received details of publication from ORCC relating to management and administration of village halls. It was proposed SG seconded GW that these publications be purchased at the approximate cost of £30.

**Accounts**

KC presented the accounts to year ending 31 December 2002. Following discussion on issues relating to bad debts it was agreed that in future invoices for hire fees would be sent monthly, rather than quarterly. Mike Bishop is to be informed.

It was identified that income in certain areas was falling and that this was possibly because village hall activities were unknown to many villagers. Discussion followed regarding need to publicity regarding "what happens in the village hall".

#### **Development**

BV reported that the development can now proceed although the project will be working to very tight financial constraints. The funding from TOE is still to be announced. There will be a requirement to raise an additional £30k, more if the TOE grant request is unsuccessful. GW is to meet with TOE.

Issues relating to VAT need to be resolved.

SG asked if work can start, and when. It was agreed, following discussion, that an expected redevelopment start date, is May 2003, therefore closure of the village hall will be announced as 30 April 2003.

Future fundraising events: Auction 12 April, Barn Dance, Review, Pub "square sale", Coast-to-Coast cycling. It was also suggested that a 'brick sale' should be considered later in the development, and that gifts and loans were still welcome.

JH gave encouragement recounting the current village hall development where there was a last minute flurry regarding income once it was seen that work was progressing.

GW has received a letter from Richard Macrory offering to fund the installation of permanent front of house stage lighting bars.

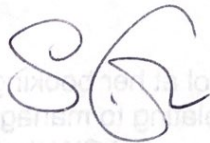
SG has spoken to John Potter who has offered his services regarding advising on retail issues.

GW is to contact John Cook regarding the current situation with the car park extension as it has been noted that work has not progressed for some weeks (it was commented that floods and ice had delayed work)

#### **Any Other Business**

JH commented that he has received a 'complaint' that the kitchen rota for bingo needs reviewing.

The meeting closed at 9:15pm



12.2.03