

Tackley Village Hall

Minutes or Management Meeting Monday, 11th March 2002, 8.10pm at the Hall

Present: S. Gough (Chair), R Banbury, P. Pike, K Cross, N Ward, J Howard
G Withers, J Sale, R Strachen, P. Bass, R. Plucknett, S Gibbons

Apologies: Prof. B. Baughan, A. Northwood, H. Calkin

The minutes of the meeting on 28th January 02 were approved.

Matters arising:

RAF Brize Norton Singers Event held at the Hall went very well, A note of special thanks went to Mrs Bishop and Mrs Thompson for organising the refreshments.

House:

The Boiler is to be repaired at a cost of £ 85 / 86.-

Health and Safety was part of Bob Crow's remit and needs to be reviewed.

Correspondence:

A letter was received from Parish Council informing VHMIC that Jim Howard would be their representative.

Bookings:

Young Farmers event Friday 5th April 02. SG to ask J Bishop about booking for a wedding.

Accounts – K Cross reported

New Bank Account to be set-up with Barclays Bank. Three Signatories will be SG, KC, PP, 2 out of the 3 will be required on all cheques.

- Water bill has been paid
- Mr Bishop has been paid

R. Banbury asked about Sinking Fund and as 99 year lease has been signed there is no need for fund.

KC reported fund stands at ~~£~~4k

SG is to write a letter to Charity Commission asking permission to transfer the fund into VH main account.

2 copies of the lease will be required.

J Howard asked about Gala Day, which had not been held for passed two years, but was held in August. S Gough did think that building work on the Hall would have started by then.

Development:

Lottery Meeting:

A meeting was held with commission and went very well. A copy of the re-signed leave is required by TLC. SG, SC, BV, met with them and reported that we have passed phase 1 of the process. All their questions were answered and we are in the April round of assessments and hope for a decision by late May 2002.

The Leader of the County Council is visiting the Hall Friday 15th March 2002.

G Withers report back to committee on Leaderplus funding, which is given out by West Oxfordshire Council for innovation projects and Tackley Village Hall is considered a flagship project.

A meeting is to be held with Council and S Gough, B Vauhan and G Withers to discuss.

The committee were asked to think if ideas for funding, which would need to be matched. Monies have to be committed before October 2002. A strategy is required. Amounts could be up to £ 20k. Leaderplus is a continuous process so more money could be available later.

J Howard asked if we could use this money over the next 8 years.

S Gough asked G Withers to look at other ways of using money.

In general terms it looks as if the project is behind at this time. S Gibbons asked if the Leaderplus money could be used to pay for staff to operate an evening for local young persons. A first project meeting was held. S Gough has meeting minutes.

Plans are now closer to budget target. Main cost has risen due to car park surface. Electrical wiring is to be considered and costs for a high voltage cable may have to be put in place.

The project, which is one month behind schedule needs to be started. Tenders are to be prepared. Work must start End of July.

Plans will be complete by Thursday, 14th March 02. S Gough confirmed that there is no money allocated for staging or lighting in the project. S Gough reported that once the plans are completed there would be no need to submit them.

R Strachen asked about car park. S Gough reported that the position of car park had changed but this information had not been communicated to local community. R Strachen suggested that the forthcoming Newsletter would be a good vehicle to tell people about any changes or updates.

G Withers and K Cross are to audit all conditions for monies provided, to ensure we conform to different funds terms and conditions. S Gough asked G Withers if she could confirm deadlines for use of monies.

K Cross asked about the responsibility for using monies wisely and maintaining our credibility. S Gough and K Cross are to complete a funding impact analysis of the development work.

The worse case will be a lack of income. Sinking fund could be used as a contingency for the potential lack of income.

The loss of revenue will be from August to April 2003. K Cross will report back by next meeting.

Transport will be required to get people to new venues whilst Village Hall is closed. Temporary changing facilities will also be required. Health and Safety regulations means that nobody will be able to use the Hall whilst work is in progress.

P Bass informed meeting that the Pre-School Group would like to return to the Village Hall. Pre-School should meet with the building team to discuss requirements.

Any other Business

S Gough asked for committee members to help with the communication to users of the Hall during, before and after building work commences. R Strachen and P Pike to liaise whenever possible.

The caretakers role will need to be reviewed. A bookings plan will be required. S Gough is meeting with some users on Wednesday 13th March 2002 to show the plans. One further public meeting will be held. R Banbury reported that the Methodist Hall is available for small groups. But no smoking or drinking applies.

The function room at the Gardeners Arms is to be considered for Bingo nights.

The meeting was reminded that B C^{ow} looks after the flag.

Meeting closed at 9.25pm

Next meeting: Monday 15th April 2002, 8.00pm
Monday, 13th May 2002, 8.00pm