Tackley Village Hall
Management Committee Meeting
27 September 2011
Minutes

Present: Barbara Vaughan - *Chairman* (BV), Mathew Olman - *Vice chairman* (MO), Pat Rolfe (PR), Vanessa Langton (VL), Mike Bishop (MB), Jan Grimwood (JG), Doreen Harvord (DH), Les Summers (LAS).

Apologies for Absence: Mike Willemite

1) The Minutes of the July meeting
JG asked that her name be added to those who had apologised in advance for non-attendance. With this amendment it was proposed by PR and seconded by MB that the Minutes be accepted as a true record of the July TVH management meeting.

2)Matters arising
Item 2iv: BV is investigating WiFi for TVH. JG agreed to investigate access to a hearing loop. MO agreed to investigate the cost of refurbishing the exterior walls. He would talk to J Cook about the options for this work which was most urgent outside the kitchen and bar area.

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3) Financial report
In the absence of the treasurer BV gave the following figures -
Bank balance (including deposit a/c): £17,063 10p
Income to date: £19,858 25p
Expenditure to date: £17,063 10p
There was additional money to come and the return of the Oxford Drama group would boost income. Currently income over expenditure for the year amounted to £8,722 30p which included the £4,000 from the shop. This was considered very healthy and sufficient to allow for serious consideration of the refurbishment of the exterior walls.

4) Booking Clerk's report
The booking clerk was not in attendance and had provided no report. However BV reported that a complaint had come to her about a local person who had been charged the full rate for a booking to enable her daughter to practise for an importance Dance assessment. A refund had subsequently been refused but the committee considered that a process should be found of ensuring that local people were not over charged for hirings of this kind.

5) Marquees
VL reported that the hirers of the damaged marquee had been happy to pay the £69 requested for repair. This money had been passed to MO who had ordered the canvass repair and new poles as previously agreed. The advert in the *Woodstock Advertiser* was bringing in enquiries. She reported also a rip in the 4 x 8 marquee and that the roof of the 10 x 4 needs repair . On MO's suggestion it was agreed to fund these repairs.

6) Housekeeping
i) Wasps: MB reported that wasps were coming in through a window possibly as a result of the unseasonably hot weather.
ii) BV said that the ladder was unfit for further use and MB said that there was no great point in obtaining a new one.
iii) A trial during the meeting showed that the WiFi was not working in the coffee shop.
iv) 12 roof tiles needed replacement and MB said that once MB junior had obtained these he would fit them.

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v) In reply to JG, BV said that the clock for the committee room was currently in the shop awaiting fitting.

vi) VL reported that many of the electrical sockets in the hall lacked safety plugs. MO said that they were in the meter cupboard.

7) Fund raising

i) The OTT production of the Jungle Book has been booked for 30 November. Small posters and a big one for the green would be produced. Flyers would be sent out via the school around half term; LAS said that Barbara would be happy to do tickets; others would be responsible for cakes etc i/creams, coffee and the bar. Doug & Naomi Benson Stephens would be asked to man the bar. At VL's suggestion it was agreed to have a raffle with prizes for children and adults; donations of prizes requested.

ii) August event: MO reported income of just under £200 to be split between the Toddlers group and the village hall. Some expenditure remained to be met but it was a very enjoyable day with minimal effort. He suggested that next year something more might be made of it.

iii) BV reported that the film night had gone well, making about £150. Thanks to John and Ann for their input.

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iv) In reply to JG BV said that Gifford Circus will again visit next year, probably at the end of June.

8) Any other business

i) Charity Commission Report. BV reported that she had submitted the returns for 2010 and that they had been passed by the commissioners. She had also downloaded the form on guardians and on the advice of Mr R Banbury would arrange for its transfer to the Charity Commission. TVHMC would continue to manage the property but they would look after land registry stuff.

ii) In reply to PR, BV said that it had, at last been possible to identify the building address for TVH in order to register for Feed In Tariffwhich will be paid retrospectively via BG.; this does mean any decrease in electric costs – getting bills but money will be refunded - something odd going on – two bills include repeat bill.

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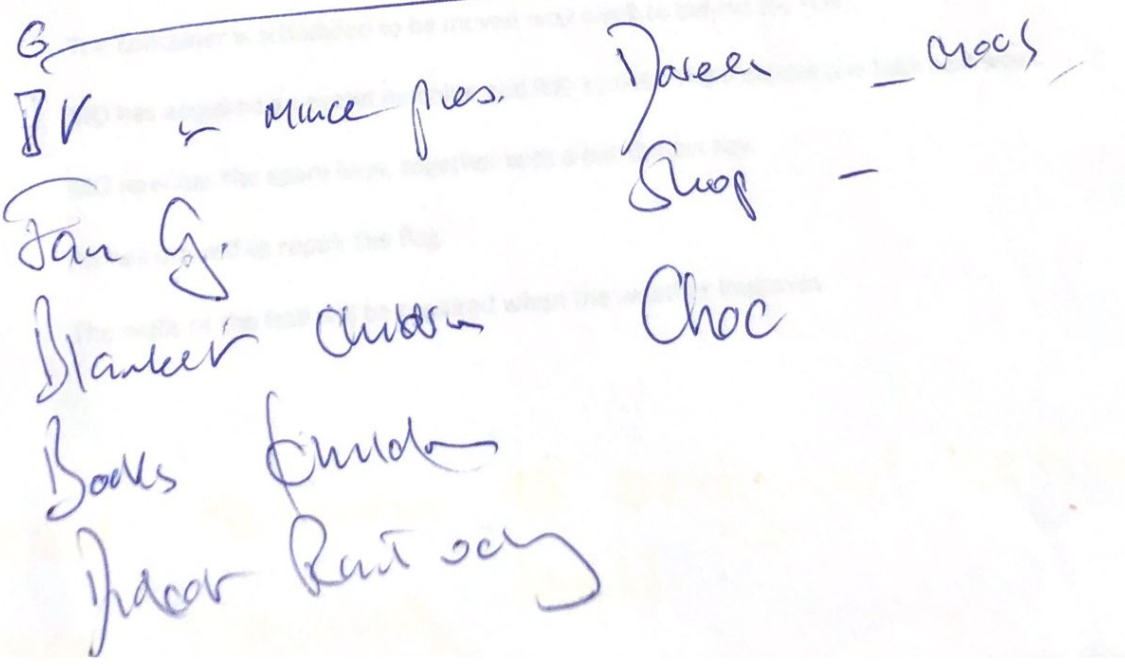
iii) BV reported that the primary school had indicated a wish to start fund raising for a village community bus. MO outlined the problems associated with the ownership of such a vehicle and BV said that she would seek clarification.

iv) BV reported that Dr Bryceson had requested a plaque marking the reopening of the hall after its refurbishment . It was agreed that she should speak to Mr Clow about this.

There being no further business the meeting was closed at 19.20.

Time and date of the next meeting: 18.30 on Tuesday 18 October 2011.

Further meetings: 22 November

13 December (provisional)