

Tackley Village Memorial Hall
Minutes of the Management Committee Meeting
held on 24 June 2021

The meeting was opened at 18.04

Present: Katie Hofman (Chair); Les Summers (Vice chair) (LAS); Julie Wakeham (Bookings Clerk) (JW); Roxanna Villalobos (RV); Vi Banbury (Methodist Church) (VB); Sue Ashworth (Historical Society) (SA); Brian Pederson (BP); Rosie Hawes (RH); Barbara Summers (Secretary) (BJS).

1) Apologies for absence: Nick Hawes, Pat Rolfe, Doreen Havord.

2) Minutes of the meeting held on 26 May 2021. LAS proposed and JW seconded that these be accepted as a true record of the meeting.

3) Matters arising

Concern was expressed by BJS, SA and VB about the email system. SA had also experienced difficulty using the bookings website. It was agreed to ask NH to investigate. Item 9) LAS reported that he had now received an email from Thames Water confirming that they would repair the damaged manhole covers, and that indeed, one had already been done.

4) Finance

In the absence of the Treasurer there was no financial report, but it was confirmed that the DS students had paid for the broken toilet seat. The new microwave had also arrived.

5) Booking Clerk's report

JW reported that bookings were coming in well. She queried a statement on the booking form and it was agreed that this should be changed to state that 25% has to be paid on making a booking, with the remaining 75% paid within two months. She also reported that a hirer wished to book the hall for a sewing course on Saturdays.

6) Logo competition

LAS had previously circulated suggested rules for the competition. It was agreed that email entries should be sent to the Chair and that the shop would be asked to take a box for hard copy entries. The suggested rules were generally accepted; the 'right to amend' was deleted and the 'final decision' was amended from 'the Chair' to 'the Management Committee'. Details to be published via Tackley Emails and the July Newsletter with a poster - the promotional doc produced by RV, appropriately amended - on the VH doors. Full terms and conditions would be available on the website, in the shop, on the noticeboard and other displays. Friday 23 September accepted as the closing date, winner to be announced via Tackley emails.

LAS added that he would prefer that the voucher prizes were not on Amazon and suggested M&S instead.

7) Fundraising

- i) Pop up pub: RH reported that there had been a good interest from volunteers to man the PupP. She suggested the 16 July for the first event, which she would run, together with NH. This would have to be socially distanced, but after the 19th this would not, hopefully be necessary. She suggested the information go on the website and LAS said that he would promote it via the Facebook page.
- ii) The Chair reported a donation of wine glasses to the VH. JW was unsure of the present stock but it would be useful to have more, to hire out.
- iii) Purchase of the dishwasher was on-going.

8) Liaisons reports

History Society: SA reported that 4 September was planned as an Open Afternoon to launch the History group. Mondays had been booked until April (every 4th Monday) for meetings.

Methodists: VB said that they were continuing as usual.

JW reported that Silver Threads have booked a few dates, for their Christmas dinner and a few other events.

Scouts: RH said that the Scouts AGM would be on 14 July, outside with a barbecue; access to the toilets would be needed. The hall had been booked from September but they were checking what they will be allowed to do. The fireworks night had also been booked. There was discussion with JW about cleaning arrangements after the DS had left and before Cubs or Scouts accessed the building.

Women's Institute had booked the hall from September, but this was if members were happy to start meetings.

Shop: The Chair said that the shop was happy with current arrangements and had booked the use of the Coffee Shop until the end of September.

9) Housekeeping

i) It was noted that when the dishwasher had been purchased, it would need to be plumbed in, and it was agreed that AGM be asked to do this.

ii) Decorating: BP said that the hall needed decorating. The Chair reckoned that the exterior walls were more pressing. BP pointed out that getting people to do it might be a problem, they might not be prepared to work above ground level. Offenders serving Community Service could be used for the work.

iii) The Chair referred to the condition of the smoking boxes and the grass growing between the paving stones. JW said she could deal with the latter with a pressure water washer. LAS advised that Jim or Jan Read would know where the outside tap was. The Chair informed the committee that the Shop were thinking of putting up a new stall for veg and newspapers, and a new sign; the VH/Shop would need to liaise closely on their intentions. The Chair asked BP to look into this.

As regards the smoking boxes it was agreed that these should be removed altogether.

iv) RH reported she had two quotes for recovering the stairs: £994 plus VAT and a second figure of £1,112 from local company, Prestige, which would be better. LAS formally proposed acceptance of the local quote and this was agreed. The DS finished on the 24 July, so the stairs could be done after that date.

v) The Treasurer had received a quote for a Fire Risk Assessment, £350, which was deemed acceptable.

vi) The Chair was meeting a solar panel adviser the following day; his assessment and repair of any fittings would cost £350. The gutters would be cleaned on Monday, 28 June.

10) Any other business

i) JW reported that a fund raising event was being organised to honour villagers who have passed away, by making charitable donations to family chosen organisations. Some funds would come back to hall. The Treasurer was to be consulted about reducing their booking fee.

ii) The Chair reported that little progress had been made on the matter of the Ground Source tariff.

iii) There was a question about the holding of keys to the VH by the Parish Council. LAS said that he thought that the ex-Chair had keys but thought it likely that the Clerk now held those.

iv) The Chair updated the committee on her search for the Lease. Certain documents had been found but they brought no further light to the matter, rather the reverse. She was unsure whether the committee owns the building, or the Parish Council. LAS suggested she talk to the new PC Chair in order to access the Archive.

11) Date of the next meeting: Thursday 22 July at 18.00

There being no further business the meeting was closed at 19.02