

Tackley Village Memorial Hall
Minutes of the Management Committee Meeting
held on 20 October 2021

The meeting was opened at 18.03

Present: Katie Hofman (Chair); Les Summers (Vice chair) (LAS); Julie Wakeham (Bookings Clerk) (JW); Roxanna Villalobos (RV); Pat Rolfe (PR), Doreen Havord (DH); Sue Ashton (SA).

1) Apologies for absence: Nick Hawes, Rosie Hawes, Barbara Summers, Vi Banbury. Nick Hawes intended to contribute via Zoom but it proved impossible to establish a link.

2) Minutes of the meeting held on 30 September 2021. LAS proposed and DH seconded that these be accepted as a true record of the meeting.

3) Matters arising

Minute 10 item i: LAS said that having given further thought to this he reckoned it made sense to collect and print all Minutes, particularly those since 2003 and bind them in hard cover book form. He added that despite suggestions about various kinds of electronic storage, current options for so doing lacked real permanency. SA agreed that this was a matter of concern to archivists. LAS felt that binding could be achieved at a reasonable price and his suggestion that he should collect the copies of all Minutes since 2003 to assess options was agreed.

Minute 3, item 4: In reply to the Chair JW said that the new dishwasher had been unpacked but had not yet been plumbed in.

Minute 8, item 1: The Drama School have accepted responsibility for the damaged light switch which, after some delay, had been repaired by Lowe and Oliver, and would pay for the repair. As a separate issue, the Chair had got L&O to also repair the lights in the electric cupboard.

Minute 5: The Chair had examined the issue with the treasurer but it had proved impossible to establish the facts. She felt unsure how to act, and reviewed the options available to the committee, stressing that it was important not to establish a precedent. After discussion the committee agreed that the treasurer should discuss the issues with Dawn Chambers and agree a price.

Minute 8: The Chair reported that the toilet taps had now been fixed, payment was for labour only as the taps were under warranty.

Also, that the rubbish bin situation had not been resolved, there being a marked lack of cooperation from West Oxon DC. LAS suggested contacting the WOX councillor, Natalie Chappel and the Chair said that she would do this.

Minute 9: The Chair reported that she had contacted Jan Grimwood about attending Barbie's farewell dinner but she was unable to make the date. Further to this, she suggested that a 'trophy' for 'long service to village hall' be presented to Barbie on Friday. She will look at options for this.

In reply to LAS the Chair said that TVMH would pay the meal costs for each attendee.

4) Finance

In the unexpected but unavoidable absence of the treasurer there was no financial report.

5) Logo Competition

The Chair reported that a member of the public had expressed disappointment with the statement made about the result of this (item 7 September). She had telephoned the person concerned and discussed the matter in some detail. The committee reviewed the full range of the issues involved but felt unanimously that the original decision should stand. The Chair would write formally to explain that decision. The Chair felt that, overall, the disagreement intimated that TVMH should not again organise another competition like this.

6) Fire Risk Assessment

The Chair reported that a helpful fire risk assessment had been undertaken in October, the agent responsible asking to see numerous documents. She considered that NH might have them in his archive and that she would speak to him regarding them. There was a need to produce a fire evacuation plan and LAS agreed to produce a plan of the hall showing all the exits from the building.

7) Booking Clerk's report

JW reported that bookings continued to come in very successfully. A hirer had attempted to alter the specified preconditions but she had made clear, and the committee supported her stance, that this was unacceptable. However a problem had arisen with Sustainable Tackley which had booked the hall for Saturday 23 October. They had received very few bookings and had decided to cancel their event. They were now requesting a refund on their booking fee which the committee unanimously agreed could not be allowed. The conditions for hire could not be excepted for any one organisation, especially when it set a precedent.

8) Liaison Reports

On behalf of the History Society SA reported that there would be a field walking exercise the following weekend and that the first lecture of the new year would be held on 25 October.

The Methodist Church, Scouts, and WI representatives were absent. There was no new information from contact with the shop.

9) Housekeeping

LAS said that he thought it was important to record that the refurbishment of the stairs up to the committee room had been a spectacular success. This was unanimously agreed.

JW said that she was still trying to get hold of Martin Harris to plumb the dishwasher.

The Shark Mop (Item 8 iv September) had not yet been purchased.

10) Redevelopment of VH building

LAS said that he had raised this as a possibility before but it had not been proceeded with, in part because of the Covid lockdowns. However he felt that now was the time to look again at the proposal to enhance the position of TVMH as the main community hub in Tackley. His original thoughts had been along the line of small scale work but informal discussion had suggested that something more grand might be the way ahead. He acknowledged that a considerable sum of money and project work was involved, but felt that these were not insuperable constraints. The first principle was to establish that what was being proposed was acceptable to our landlord, ie: the Parish Council.

The Chair said that she had discussed the matter, informally with the Shop. They were constrained by space and would probably be willing to enter into some agreement with TVMH over available and/or added area. In general the committee was supportive of the proposal though

problems that would arise, for example, with the drains were highlighted. The Chair said that she would raise the matter with the Chair of the PC at an early date.

11) Any other business

i) LAS suggested setting a pre-Christmas Gus Night date but on being reminded of the on-going Covid problems withdrew his suggestion.

ii) The Chair updated the Committee on ground source – OFGEM are not proving particularly helpful with providing proof of the telephone conversation that they originally told Barbie Vaughan that they had. The date for registering the installation had passed in March, but it was agreed that the Chair should write to them about registering late citing the issues as stated and condone late registration.

12) Date of next meeting – Thursday – 18 November at 18.00

Meeting closed at 19.07