

TACKLEY VILLAGE MEMORIAL HALL

Minutes of the Management Committee Held on 4 August 2022

The meeting took place at 18.15 in the Committee Room at the Village Memorial Hall

Present: Katie Hofman (KH), Chair, Nick Hawes (NH), Treasurer, Julie Wakehan (JW), Booking Clerk, Christine Holbrook (CH), Secretary, Julien Hofman (JH), Sue Ashton (SA), Rosie Hawes, (RH), Roxanna Villalobos, Sharon Hogg (SH) is the replacement for Doreen Havord.

1.Apologies: Vi Banbury (VB), Pat Rolfe (PR)

2.Minutes of the Meeting of 21 June: These were agreed as accurate. JH requested that all items related to maintenance should form a separate agenda heading and be collected together in the minutes. KH requested that all actions in the minutes should indicate who would carry them out.

3.Matters Arising:

Considerations of the replacement chairs for the hall are still ongoing.

Accessibility of the Hall Keys: The issue of access to the Archive of the Local History Society in the Committee Room was raised. This would become more important with the beginning of a housing project. It was **agreed** that access for the archivist should be through the booking system and the key collected in the usual manner. This would not be a hiring arrangement.

JW reported that the football club wanted to have a marquee on the field but were worried about damage to pipes. Committee members did not think this would cause any difficulty. There is no facility to store the marquee inside the hall. The plumbing for the dishwasher has been completed.

4.Finance: NH reported that there continues to be a healthy balance which stands at £24,925.54. A 50% deposit on the fire doors has been made. The pop up pub remains successful. The most recent two weeks were run with the PTA and the Bell Ringers. They received some of the proceeds. Between £100-£200 is raised each week.

5.Booking Clerk's Update: JW reported that the Drama School have now made their booking. Yarnton Football Club want to come and use our changing rooms and pitches on a Saturday. There could be difficulties in getting the area clean for Sunday when Tackley play. The Chair suggested that a single booking be taken to see whether the Yarnton club can organise their own cleaning. There is still an issue about storage space. JW suggested that there could be partitioning of the cupboard with the electrics and would follow this up.

6.Sound Systems for the Hall: It was suggested that enquiries should take place about the system used by Islip Village Hall since there is no information for the successful system used in the Methodist Church. A request was made to fit the screen in the hall for projection use. A further consideration was to look at the provision of a lectern with a light in it to aid speakers at lectures. SA would follow this up. A hearing loop would also be helpful.

7.Proposals for Meeting Fire and Safety Regulations: JH highlighted how difficult it had been to get responses during this period which slows things down substantially. The Fire Doors will be fitted in the middle of September. One other door will need to be replaced. Additional fire alarms are also required. The up to date alarm system for security is the responsibility of the shop. Chris Lewis is

involved with putting in new systems but currently cannot be contacted. He has also been asked for a quote for CCTV. JH will follow up these areas.

8.Liaison Reports: WI – have recently had a meeting in the hall. The scouts are off for the summer. The shop – the lease needs to be reviewed for next year. They are already paying extra for the coffee shop.

9.Housekeeping: NH reported that there is a stain on the ceiling which indicates a leak. There continues to be problems about getting rid of rubbish. The bins are usually full. Further consideration of this will take place at the next meeting of the committee. A proposal was made to advertise for a caretaker for a part time post. Otherwise a contract company could be used to take on specific jobs. This will be further considered at the next meeting.

10.AOB: NH reported that due to work pressures he would be stepping down from the committee at the AGM. A search for a replacement would begin in the near future so that a handover can be arranged. The situation regarding accessibility and irregular use of the toilets continues to be a problem. The Chair will engage in further discussion with Liz Marshall and Andrew but emphasised that the management committee has no responsibility for the playground.

11.Date of Next Meeting: The next meeting of the Management Committee will take place in the committee room on Thursday 1 September 2022 at 6.15pm.