Tackley Village Memorial Hall
Minutes
of the meeting of the Management Committee held in the Village Hall at 19:30 on 2nd March 2026

Present:
Julie Farren (JF), Chair; Matthew Ollman (MO), Vice chair; Tami Stanton (TS), Secretary; Robert Maybank (RM), Treasurer; Julie Proffit (JP); Catherine Chaytor (CC); Angela Allen (AA); Richard Holland-Oakes (RHO); Charlie Macke (CM); Pat Rolfe (PR); Charmian Knight (CK); Tony Perry (TP) Adam Barnett(AB); Geoff Morey (GM),

1. Welcome and apologies

JF welcomes everyone to the meeting and welcomes new members AB and GM. TP is away. CC may be late. JF thanks everyone for continuing their support. JF shares this year is going to be busy and she will start delegating some stuff to the committee and share the load.

2. Approval of minutes of the January meeting and matters arising

All in approval for the minutes to be signed off. All happy for the AGM notes to be signed off.

All matters arising are covered on the agenda.

3. Finance (RM)

The CIC is now separate. So will not be included in the report.
£59,500 bank balance currently.

- Receipts
- Feed in Tariff £966
- Gift Aid £100
- Bank interest £151

- Expenditure
- PPL PRS Licence £573
- Blake Morgan £900
- Architect £1500
- Hall safety alarm, lighting, etc £525

PPLP (music license) £573 not paid for private parties but we do pay when public events are on. This is high because of pop up pub.
New members have been added onto the committee with their personal email addresses.

4. Booking Clerk's Report (JP)

- Tracey Lewis is supposed to be paying £135 for a party- this has been paid.
- Breathing classes are booked on a monday night £20 for payments as it's a village resident.
- Beth and Karate classes £75 paying for 3 upfront, Karate for children on a tuesday.
- JF went to speak to the drama school and give them a heads up about our renovations next year. JF discovered the drama school were using the committee room and we will be removing the key and if the drama school would like to use the committee room they'll need to book it.
- The PTA have asked to have hay bales in the line dancing evening inside the hall. MO has agreed this. They'll remove them on the night.

5. Housekeeping

We had a great clear out yesterday and got rid of lots of rubbish in the plant room, container and the committee room cupboard. The organ went to the school. All the clothes we saved for another clothes sale has gone to the school for their clothes donations. There are some blue and green tablecloths upstairs in the cupboard. The other bits of furniture outside the hall are going to be picked up by June and taken to the dump.

- Fire Safety (JF) JF has slowly been working through the fire regulations, Craig the electrician came to check the emergency lighting he has given us a quote and there are some lights we need that we don't have and some of the lights don't work at all. The man who came to service the fire panel said it is 10 years old and is now default and will need replacing. He also checked the committee room and said it was perfectly alright. What we do need is more smoke detectors, we need to add one in the lobby, the cleaning cupboard, one at the top of the stairs and one in the committee room. We haven't had a quote yet, it could be possible for us to do this on a rolling maintenance thing as and when we replace things. We can book out this room as a meeting room now for people to hire. £1595 was the quote for the emergency lighting. RHO suggests looking into a grant for this. JF will research available grants.
- Ceiling repairs (JF) we found some brand new ceiling tiles in the container, Martin will come in and replace the broken ceiling tiles. Cottesway approached us and said they hadn't used all of the grant money they had £200 to give to us and we will give this money to Martin to pay for the repairs. We may get this money we may not.
- CCTV (MO) the CCTV doesn't work, we will be going to get somebody to have a look, we have some options, we can install some more cameras, it would require people coming up to the committee room when they want to see footage, if we wanted to get more cameras we would need to invest in 12 or 15 new cameras installed which would be around £1500. We are waiting for someone to come and tell us why the cameras are currently not working. We will start with connecting what we've got.

6. General Admin and Compliance

- JF had a meeting with Blake Morgan who is our solicitor about the premerger, she sent a quote of £12,000, there were lots of things added to the list of expenses. JF went to another solicitor to enquire and get another quote in this solicitor we were quoted £6,000-£7,000. Bower and Bailey dismissed us. Law works do charity work, we have enquired as to whether we would be a good match, AB says he has used this firm before and it worked really well for his charity but hasn't always worked for other charities he's aware of. As it's property and we need land registry paperwork, we need somebody who knows how to deal with it all. AB suggests filling out a form of assets and things to shorten the process which could potentially reduce the fees. The current trustees of the CIO are CC, RHO and JF. The old charity is running parallel to the new charity but we can't shut down the old charity yet and having the old trustees handing over to the new trustees, it's a legal requirement to have this done. JF will speak to Tessa Hall and offer any advice. RHO suggests we ask the community if there is anyone in the village who could help get us started. This process is ongoing.

7. Future Direction of TVMH

- Hall Development (JF) JF has decided we are going to be creating a booklet to go with the next newsletter in this booklet it will say we're celebrating 50 years of the village hall it will talk about the history, the extension it will include the plans and that we're launching a fundraising campaign, a section on the pop up pub and why it's important that we support this as it goes towards our funds, it will have tributes from regular hall uses and why the hall is important, a fundraising calendar for the year, how people can help. We're going to do a promise auction later this year. JF wants everyone in the village to know what we're doing, it will also work in our favour when putting in our grant applications. Pier is going to print it at the same time as the newsletter, GM, AB, JF and MO will be writing sections for the booklet CM will collate all. The first deadline for this is 10th March 2026. The volunteers who distribute the newsletter will distribute our booklet at the same time so it won't affect our costs. JF will be forming a subcommittee to help with the grant applications. It will be people from the committee and some external members of the village to help support this. CC, GM, AB, AA, JF all agreed to be on the subcommittee.

- Fundraising (JF) there was an idea to do a rolling lottery in the village as the mayor of Woodstock did this and earnt £26,000 for their youth club. There was an idea for a sponsored dog walk.
  The garage sale committee JF, CC, CM, TS had a meeting last week and can't do a lot currently, we will be ramping up the advertisement for this. AA is here on the day, she may be jetlagged. AA is away and won't be able to organise the raffle CM and TS agree to take this on together.

- Bid writer offered a flat rate of £5000 to fill out 25 grant applications and will do this all for us. Another suggestion is that we need to do a funding strategy first (£500). Moving forward and it can help make sense of what is achievable and in the given time frame. This could be £5000 and we don't get any grants permitted. When using someone external they need to be told everything for them to then write it down on paper to devise a plan, with full context when making a full plan for what is achievable for us. The sub committee will have a meeting and chat with Jill and have a bit more of an idea of how we will move forward.
- Auction of promises in September on one of the last Fridays of the pop up pub. 11th September 2026. Everyone will need to go away and speak to people and get lots of promises from various people. Toby Stanton will offer a tattoo no bigger than an A4 sheet of paper. GM has been in contact with people already about big feastival tickets and some others. AA will ask for more things from Blenheim palace.
- 50th anniversary party, we would have a 1970's themed evening, this could be a sit down meal, but we would need to fix a date for this. Do we want to buy a plaque for the wall? Do we put in a bid for £9,000 to go towards a local artist to make something to celebrate 50 years. There are people in the village who are keen artists who may be able to offer something, a plaque would be easier than a mosaic or something big which could be a problem in the long run. 28th November we will have our 50th anniversary and have a 70's disco.
- 21st June will be fathers day breakfast (sunday morning).
- Saturday 27th June is the village fete.
- Pirates of the Caribbean evening 17th July.

8. Liaisons' Reports

- RHO can't be here as a parish council rep currently as he is now a trustee. JF intends to go to the next parish council meeting on a mission for some of the 106 money. The parish council need to ask for this and it would need to be allocated. We have lots of expenses coming up and it would be good to have the money to go towards these costs.

9. AOB

- The new Pilates Group have asked us to reconsider the £25 per session. They have been a regular booking and have asked us to consider a lower rate. It would be £60 for the usual booking of the hall. RM will write back to the pilates group and say we agree with the £25 rate currently as it's a lower rate. As it's a private pilates instructor coming externally.

- Should we be using a utilities agent to negotiate water and electric contracts for us? Electric contracts run out on 27 May 2026. RM worries what we're paying for electricity and water and wonders whether we should approach a utility negotiator. This is also including the shop's electricity. We monitored for a year what the shop was using compared to the hall. It was 50/50 now it is more on the shops behalf. The shop has now agreed to start paying their way for electricity. The other option is to go and get an alternative provider (Octopus) and consider what they charge. You can buy your water from anywhere when you're commercial so we could consider other options. RM will do some research.

- Could we get something visual made so we can out our target fundraising goal so it's visible to the public and we can see how much we're raising.
- The heaters we've had installed are switched on and off and not on timers. We need to ask the drama school to switch the heaters off.

10. Date of Next Meeting

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The next meeting will be held on Monday 27th April 2026 in the committee room.
The meeting ended at 20:56pm.