

TURVILLE NORTHEND VILLAGE HALL

Draft/Minutes of the Meeting of the Committee of Management held at the Village Hall on Wednesday 1st November 2023

Present

Trustees: Sarah Evans, Susie Phillips, David Faragher, Phil Cashian.

Other volunteers: Matthew Dawson, Clare Barrows, Susan Faragher.

Other residents: Carolyn Wyndham, Rev. Sue Morton, Karyn Cashian.

1. Apologies for absence

David Cairns, Mark Morton.

2. Update on Trustee and Management Committee Vacancies

As there is currently no Chairman Sarah Evans (SE) agreed to Chair the meeting. As Matthew Dawson (MD) is resigning as Treasurer, SE confirmed that she would be taking over the Treasurer's financial responsibilities for the time being. SE also reported that the Committee was still looking for somebody to take on the role of Chairman.

It was noted that all four of the Trustees live in Northend and it would be good to attract Trustees from other parts of the Parish as well.

3. Minutes of the Management Committee Meeting held on 27th March 2023

The minutes were approved.

4. Financial Report for the period from 1st April to 30th September 2023

MD gave a short presentation of the main points of the Financial Report for the current year from 1st April 2023 which he had circulated. So far in this financial year, income is £3,880.47 and Expenditure is £1,837.58, so the Hall is bringing in money. The Hall's reserves are currently £37,684.25.

5. Marketing

Clare Barrows (CB) reported that, with the assistance of her daughter, who was helping as part of her Duke of Edinburgh's award, they had set up a Facebook site for the Village Hall and have been working to publicise the Hall and events such as the Christmas Wreath making class, Amanda Bucknill's workshops and Phil Cashian's (PC) concerts through the opportunities this presents. Having its own Facebook page allows the Hall to post on other Facebook groups and they have joined the Hall to groups in the Watlington, Christmas Common, Turville and Henley areas and are looking for groups in the Marlow and Hambleden areas. There are different posting rules which apply to each group and they are learning about these as they go along. At the moment all posting activity is free, but you can also add marketing posts into specific postcodes for a fee should this be needed in the future

There are some specific music sites which CB will speak to PC about in order to identify those sites which might be of interest when it comes to advertising Northend Concerts events.

In addition posts will be sent out advertising the hall more generally for hire.

There hadn't been any response from the filming venue sites on which the Village Hall details had been displayed, which is disappointing. CB said that she could contact some of them to find out why this might be.

In relation to exercise classes, CB had obtained a photograph of a previous pilates class at the Hall to display on the Hall website and had tried to identify contacts for people who might be interested in running classes at the Hall and had found Andrea Walter who ran her first yoga class at the Hall yesterday evening. It went well and there were 7 people who attended. She is proposing to run a further class on Tuesday evenings over the next 5 weeks and it is hoped that this will become a regular booking.

CB and her daughter had also refreshed the various posters and flyers they had displayed in the area and had added tear off paper strips to some of them to help people remember the details. The Nursery had been given flyers to distribute whilst they were at the Village Hall over the summer and they also have a Village Hall poster on display at their permanent Nursery premises in Turville and arranged for one to be displayed at Ibstone school.

The posters displayed in Watlington car park get taken down regularly and there was a brief discussion about other sites in Watlington where posters can be displayed.

CB has obtained 2 chalk boards for free which her daughter has refurbished and repainted. They are kept in the Hall entrance and can be displayed in front of the Hall when events are on. CB also suggested that we could get some additional flyers.

The idea of putting up a Hall for Hire signs near the Christmas Common junction and in Turville as discussed at the last Committee meeting has not yet gone ahead but remains a possibility. If so, district council, parish council and other consents will be required.

The Christmas Wreath workshop will be held later this month (on 28th November) and currently 11 tickets have been sold, but there are still 4 places left. Amanda Bucknill (AB) will also be running an art workshop a couple of days later.

Future Ideas:

CB had looked further into the question of using the Hall as a venue for the Oxfordshire Art Week, which was discussed at the last meeting. Venues are made available free of charge and probably around a minimum of 3 artists will have to display their work in the hall. Refreshments can be sold at the event if somebody can be found to do them. There was a discussion about local artists and it was suggested that a request for local artists could be made via the Turville WhatsApp group. It may be too late to put together something for next year, but perhaps something could be done for 2025.

CB understands that Pippa Wells would like to organise another Northend Lights evening, but is rather busy at the moment. Perhaps someone could help her or offer to run one in the short term.

There were 2 requests received to Hire the Hall for winter weddings which unfortunately had to be declined as it was felt that the Hall was not capable of holding a large event of this nature with its associated parking implications in winter at the present time.

6. Bookings and Lettings

Susan Faragher reported that The Hall currently has one regular booking, the table tennis on Thursdays. However, a yoga class started yesterday and it is hoped that this will develop into a regular Tuesday booking.

The Chiltern Society meeting (mentioned at the last Committee meeting) following their acquisition of Northend Common from Charles Hoare Nairne went ahead on 29th March.

AB followed up her pottery workshop in March with a workshop on 20th April and 20th September. She also arranged a Coronation Cocktail evening which was held on Friday 5th May.

There were further Northend Concerts on 16th April and 24th September and there were Parish Council Meetings in May and September. There were 2 children's parties in May and one in September and a few miscellaneous hires, a private ping pong session on 6th September and a hire as a refreshment stop for a cycling event on 20th October and a hire for a family get together for a family living in different parts of the country in April.

As usual, the Turville Nursery hired the Hall this summer this time from 21st July until the 25th August.

There are a number of bookings in the diary for the rest of the year:

There will be another Northend Concerts performance on Sunday 5th November and another Parish Council Meeting on Wednesday 8th November.

There will be a Northend residents meeting on Wednesday 22nd November to discuss the proposed work to be carried out by the Chilterns Society on the Common.

There will be a Christmas Wreath making class which, as last year, will be presented by Babylon Flowers on Tuesday 28th November and AB has also arranged an all day art workshop for 30th November.

The Village Hall Christmas Drinks will be on Sunday 10th December at midday and it will be followed by another Wild Church Nativity at 2pm, organised by the Rev. Sue Morton. The Turville Nursery Christmas Party will be on 15th December.

Cleaners

Consider it Done cleaners are now being used to clean the Hall on a monthly basis, though there was a mix up this month which meant that the Hall was not cleaned.

7. Maintenance - Current & Future

a. Roof – Update on roof repairs

David Faragher (DF) reported that following the repairs that had been carried out to the roof by Attley's last year and the temporary repair (in October 2022) to the central roof gulley that was causing damp in the corner of the Committee room, the damp patch returned and mould had formed on it. It was noticed just before the Nursery was due to move in for their summer hire. Some water had also been noticed from time to time under the bell tower. Attleys were contacted and the hole in the gulley was repaired on 17th July (David Cairns (DC) was able to attend as DF couldn't). They were due to come back at a later date to look at the bell tower, but haven't been yet and will need to be reminded.

DF reported that DC had inspected the damp area since the repair and was of the opinion that problem of the damp in the corner of the Committee room had been resolved. DF said that from discussions he had had with some Committee members it would be useful if the corner could be cleaned and painted so that any further problem would be more easily spotted.

There was also a brief discussion about the history of the Village Hall roof following the refurbishment of the Village Hall in the period 1997-99.

DF also reported that DC had also updated the report on the roof he made in March 2023 which concluded that the complicated nature of the roof is likely to lead to further problems in the future which may need expert help to improve or remedy.

b. Electrics and Heaters

DF reported that an electrical contractor to check over the Hall electrics had yet to be found. CB said that she would speak to the electrician that she was currently using.

c. Replacement of Water Heater in Kitchen

The water heater in the kitchen was replaced in May in time for the summer hire by the Nursery.

d. Repair to Isolation Valve in Disabled Toilet

A faulty isolation valve in the disabled toilet was leaking and was replaced in September.

e. Gardening

The gardeners who it was thought could carry out some maintenance around the Hall area have proved difficult to pin down. As a result, at the end of April and the beginning of May some work was carried out by some of the Committee Members and some local residents (PC & Karyn Cashian and Andrew Pearce) and this may be the most effective way to proceed for the time being.

g. Decoration

As mentioned at the last meeting, the Hall decoration could do with freshening up, though it would be better to wait until the problems with the leaks from the roof and bell tower have been resolved. Cayla Twemlow has offered to obtain an estimate from the person who last decorated the Hall.

8. Community Events

The Village Hall Christmas Drinks will take place on Sunday 10th December 2023 at 12.00.

The possibility of holding a spring or summer event with food is to be looked into.

9. Change of Ownership of Northend Common

Following the transfer of the ownership of Northend Common from Charles Hoare Nairne to the Chiltern Society contact will be made with the Chiltern Society to discuss the area of the Common in front of the Village Hall.

10. Date of next Meeting

It was decided to hold the next meeting and the Management Committee in March 2024, but the exact date is to be decided nearer the time.