

## TURVILLE NORTHEND VILLAGE HALL

### Draft/Minutes of the Meeting of the Committee of Management held at the Village Hall on Wednesday 16<sup>th</sup> October 2024

#### Present

**Trustees:** Sarah Evans, Susie Phillips, Alice Wragg, David Faragher

**Other Committee Members:** Clare Barrows

**Other residents:** Freya White

#### 1. Apologies for absence

Phil Cashian, Susan Faragher, Carolyn Wyndham, Cayla Twemlow.

#### 2. Update on Trustee and Management Committee Vacancies

As reported at the AGM, David Faragher (DF) reported that the Committee was still looking for somebody to take on the role of Chairman and the role of Treasurer. In the meantime, Sarah Evans (SE) was still filling the role of Treasurer, with some help from DF. The search for somebody to take on the responsibility of overseeing the Hall maintenance was still going on, but Susie Phillips (SP) had taken on the responsibility on a temporary basis over the summer (see item 4a below).

#### 3. Minutes of the Management Committee Meeting held on 27<sup>th</sup> March 2024

The minutes were approved.

#### 4. Financial Report for the period from 1<sup>st</sup> April 2024 to September 2024

SE presented the Financial Report for the period 1<sup>st</sup> April to September 2024.

In the current financial year to September income was £4,364.18. In addition to the summer Nursery hire, significant contributions to income this year had also come from the Northend Concerts, recording sessions and the 2 hires for use as a polling station for elections. Interest had also increased with the rise in rates. Expenditure was £6,965.20. much of which was on the maintenance that was carried out during the summer.

At the end of the period the Hall's reserves were £36,023.07 and the Hall's finances were considered to be on an even keel.

#### 5. Maintenance - Current & Future

##### a. Decoration/General Maintenance

SP reported on the decoration and maintenance works that she had arranged to be carried out by a local handyman during the summer before the Nursery moved in. In summary. The double back doors had been repaired and made more secure, the side door was replaced; the radiators were re-secured to the walls; the side gate was repaired and repainted along with the fencing; all the doors, both internal and external were repainted and the lock on the front door was changed. The front window next to the entrance hall was cleaned and the dripping gutter and leaks above it were repaired to offer better protection. The main arch window above the stage was cleaned and painted. The doors of notice board at the front of the Hall were repaired and it

was painted and the bench at the front of the Hall was repainted. Some small roof repairs were also undertaken.

DF also reported that the septic tank had been emptied at the end of June and a faulty float valve in the gents toilet which was causing a leak was repaired in August.

#### **b. Roof**

The Roof of the Hall has been a problem for some time and there is still a leak underneath the bell tower. It is still not completely clear whether the problem of the damp in the corner of the Committee room had been resolved. DF reported that he and his wife, Sue, had cleaned the mould off that corner in April and painted it with white paint in order to allow any water or damp staining to be seen more clearly.

DF reminded the meeting that extensive repairs to the roof (especially to the flat roof, the lead gully and the bell tower), were carried out by Attleys in 2022. He had also met Attleys on site in May and they subsequently provided an estimate to carry out some extensive works to the bell tower, although no guarantee could be given that the works would solve the problem completely. Attleys also commented that the lead in the gully was now nearing the end of its useful life.

More recently, Phil Cashian had asked a roofer who was carrying out some work for him to have a look at the Hall roof and he has highlighted a number of potential problems and had provided some photographs and a video of the areas of concern.

The problems affecting the roof will have to be kept under review and the faults highlighted by PC's roofer will need to be looked into further.

#### **c. Electrics**

DEW Electrics had carried out the Electrical Installation Condition Report in May which PC had arranged for them to carry out. They also indicated that a quote would follow for the observations made, but nothing has yet been received from them, so they will need to be chased up for this.

### **6. Electricity & Water Supplies & Hall Website**

#### **a. Electricity Supply**

The electricity supply contract was renewed in July 2023 and will run until 31st July 2025 (not July 2024 as reported at the Management Committee in March), so it will be necessary to consider the options nearer the time and the matter will be included in the agenda for the Management meeting to be held next March.

#### **b. Water Supply**

The water supply has been provided by Castle Water for some time and there are no plans to change supplier at the present time.

#### **c. Hall Website**

The Village Hall website (thevillagehall.co.uk) was originally set up by a former trustee, Rob Oldershaw (RO). The domain name is up for renewal on 23<sup>rd</sup> October 2025. RO has looked into transferring the domain name in the past and it is quite a complicated process. He has said that he is quite happy to simply invoice the Hall with the renewal cost and it was agreed that this was the easiest and most straightforward way to deal with the renewal of the domain name.

## **7. Marketing**

CB reported that there wasn't a great deal to report this year following the work that was done last year (with the assistance of her daughter, who was helping as part of her Duke of Edinburgh's award). The publicising of both the Hall's availability for hire and events (such as the Northend Concerts, the yoga classes and the Christmas Wreath Workshop) by posting on the Hall's Facebook page and other Facebook groups that the Hall has been linked to has continued. Although, unfortunately, the Wallingford Facebook group has been discontinued as it was a source for some attendees, in particular for Northend Concerts.

The setting up of an Instagram account had been considered, but Instagram users were unlikely to have the best profile to be potential hirers of the Hall.

CB had looked further into the possibility of using the Hall as a venue for the Oxfordshire Art Week. She confirmed that venues are normally expected to be available for the whole week without charge which would be a problem for the Hall now that it has 3 regular classes who are already expected to vacate the Hall for the Nursery hire for 5 or 6 weeks during the summer.

CB had again organised the Christmas Wreath workshop and already had 10 confirmed attendees. There are a maximum of 16 places available.

In recent years there has been an arts and crafts table set up at the Hall Christmas Drinks to cater for children attending. However, it hasn't really been necessary for the last couple of years, so it is not proposed to make such an arrangement at this year's drinks.

CB discussed with SP the possibility of organising an event at the Hall in order to publicise it, particularly to newcomers to the area, but also to try to find people who might be willing to volunteer to help with the Hall. There is still money in the budget from the last filming event which was earmarked for a wine and cheese party for local residents which could be used for this event. CB proposed to get together a small group to help to organise the event.

## **8. Bookings and Lettings**

DF reported that the Hall now has 3 regular bookings, Pilates at Monday lunchtimes, the yoga class on Tuesday evenings and the table tennis on Thursday evenings.

Since the last meeting on the 27<sup>th</sup> March there have been 2 recording sessions (by musicians who had previously performed at the Hall), 2 Northend Concerts, 2 polling station hires for elections, 2 uses as a cycling stop, 2 parish council meetings, one birthday party and the annual summer hire to the Nursery in the summer.

Going forward, there will be another Northend Concert on Sunday 22<sup>nd</sup> October and there will be an update evening about Northend Common by the Chiltern Society on Monday 28<sup>th</sup> October. On Saturday 9<sup>th</sup> November there will be a block printing workshop - the Art of Jaipur - and another Parish Council meeting on Wednesday 13<sup>th</sup> November.

The Hall Christmas drinks will be on Sunday 8<sup>th</sup> December, followed by the Wild Church Nativity to be led by the Rev. Sue Morton. There will be another Christmas Wreath making workshop on Wednesday 11<sup>th</sup> November and the Nursery's Christmas party will be held on Friday 20<sup>th</sup> December.

**9. Date of next Meeting**

It was decided to hold the next Management Committee in March 2025, but the exact date is to be decided nearer the time.