

TURVILLE NORTHEEND VILLAGE HALL

MINUTES OF COMMITTEE OF MANAGEMENT MEETING

8th NOVEMBER 2010

1. **Apologies**

Cayla Twemlow, Rob Oldershaw, Catherine Rogers, Jerry Mayes, Jo McConville

2. **Minutes of meeting held on the 13th April 2010**

Approved

3. **Matters arising not covered elsewhere in the Agenda**

- 3.1 Memorial photograph – Steve Blake to investigate
- 3.2 Septic Tank – James McConville no longer prepared to arrange emptying
- 3.3 Sign for Village Hall – Chairman to speak to Andy Nicholls

4. **Appointments**

The following appointments were approved:-

- (a) Chairman – David Cairns
- (b) Secretary – Stephen Bucknill
- (c) Treasurer – Rob Oldershaw
- (d) Booking Secretary – Pippa Wells

5. **Financial Report**

There were no major issues reported by the Treasurer. The current balance on the accounts of approximately £13,600.00 was marginally up on the end of year figure (31st March 2010) of £12,247.00.

6. **Buildings, Boundary walls and related maintenance**

The Chairman thanked Rob Squizzoni ('RS') for helping Ashlyn with the general management of the building during the year. RS made the following suggestions :-

- (a) The appointment of a handyman to come and check the building every couple of months.
- (b) The need to keep the wall heaters on the snow sign (trace heating) to prevent damp
- (c) The installation of another heater in the hall by the toilet area to prevent further rot
- (d) The fence erected by RS could come down if required.
- (e) The low wall on the right hand side of the hall was crumbling in one corner and was loose and probably would not last (it had only been pointed on one side).

- (f) The urinals should have a constant feed of water otherwise they smell if they dry up.
- (g) There was still some damp coming through in the kitchen.
- (h) On the outside, mesh was needed over the back drain which was full of stones.

It was agreed that it would be a good idea for the nominated maintenance person to deal with the emptying of the septic tank. Steve Blake suggested that Chris Richards who worked at the Turville Nursery as a handyman could take on the maintenance role for the hall and could do preventative measures.

James McConville pointed out that the bolt on the back door needed replacing, it was not secure. He also pointed out that one of the sheds remained unlocked and it was suggested that it could have a combination padlock. He also pointed out that the septic tank required emptying once a year, normally just before or just after the school visit in the summer.

Colin Malcolmson ('CM') identified a person to deal with the pointing of the paving slabs who suggested that the work be delayed until the Spring. CM would take it up with him then.

8. **Bookings**

Ashlyn said there has been the regular table tennis, pilates has been stopped, there has been charity events for example, riding for the disabled. There had been other regular events eg. Cricket Club elections, PCC meetings, etc. Other bookings had included the fiftieth anniversary celebrations, the Girl Guides, filming, and the nursery. Various people had also hired furniture. Coming up was the Benson Army Catering Corps event, the Theatre in the Villages, the Christmas party on the 12th December and the Turville Nursery Christmas show.

9. **Marketing**

There was a discussion about the strategy for the use of the hall, 'should we do more or less?' Garsington Opera may be interested in using the Village Hall as part of their community outreach. The Turville Times had done a piece on the hall. An updated brochure was suggested by James McConville. The parish magazine would need to be updated with Pippa's details as booking secretary.

10. **Website**

James McConville questioned whether we made enough use of it. Any works to the website would be time consuming and expensive. There was a suggestion that it could be linked with the parish council and Hambledon Valley Church.

11. **Parish Christmas party**
This was being organised by the Northend Village Association and the date was 12th December 2010.
12. **Fund raising events**
The fiftieth anniversary earlier in the year had been a big event. Two years ago there had been a quiz night. An event in 2011 was agreed in principle, perhaps linked to another event such as the annual rounders match organised by the Village Association. James McConville suggested a Burns night supper.
13. **Updating constitution**
The Chairman handed out a note regarding the Constitution a copy of which is attached to these minutes. There was a need to modernise the Constitution. This would be allowed by the Charity Commission as long as the income from the hall was less than £10,000.00 per annum. The committee were *de facto* Trustees and the Trustees could make a decision to update the Constitution rather than going to a public meeting but in practice it was likely to be discussed at the next AGM.
The Chairman invited that any comments be made to the Secretary.
14. **Any other business**
There were new neighbours next door, John and Cindy.
15. **Date of next meeting** – to be arranged.

TURVILLE NORTHEEND VILLAGE HALL

MINUTES OF ANNUAL GENERAL MEETING

8TH NOVEMBER 2010

1. **Present :** David Cairns – Chairman
Stephen Bucknill – Secretary
Ashlyn Squizzoni Pippa Wailes, Colin Malcolmson, Mike Wicks, Guy Prince, Steve Blake, Ray Jones, James McConville, Margaret Drage
2. **Apologies:** Cayla Twemlow, Rob Oldershaw, Catherine Rogers, Gerry Mayes, Jo McConville

3. **AGM held on the 3rd October 2009**

Approved.

4. **Chairman's Report**

The Chairman reported the highlights of the year which had been the celebration of the fiftieth anniversary of the Village Hall with great weather and various activities and 70-80 people involved. The Chairman thanked all those involved in organising the rounders match and the catering afterwards. He also expressed gratitude for the financial help of various organisations for funding the day. The Chairman also mentioned the constitutional issues and strategy issues to be addressed.

5. **Treasurer's Report and accounts 2009/2010**

The accounts for the year ending 31st March 2010 were approved.

6. **Election of eight members of the Committee of Management (Trustees)**

The Chairman pointed out that under the current constitution members of the Committee of Management (Trustees) should be elected each year; there was responsibility to elect up to eight members of the Committee and they became the Trustees by definition. The following were nominated and elected as members of the Committee of Management:-

David Cairns, Michael Wicks, Rob Oldershaw, Stephen Bucknill and James McConville

7. Noting of the names of the representative members of the Committee of Management (Trustees)

- nominated by -
- the Parish Council - Steve Blake
- Parochial Church Council - Jeremy
- Northend Village Association - Guy Hughes
- Turville Village Association - No name noted
- Royal British Legion - Ray Jones