

## TURVILLE NORTHEND VILLAGE HALL

### MINUTES OF COMMITTEE OF MANAGEMENT MEETING

22 June 2011

#### **Present**

David Cairns (Chairman), Stephen Bucknill (Secretary), Michael Wicks, James McConville (JMcC), Steve Blake (SB), Ray Jones (RJ) and Veronica Ramsay (VR)

#### **1. Apologies**

Jeremy Mais. Rob Oldershaw (RO), Cayla Twemlow and Colin Malcolmson (CM)

#### **2. Minutes of Meeting held on 5 April 2011**

Approved.

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

None.

#### **4. Trustees/committee of management**

- a. It was noted that, following the change in the composition of the council in May, the Parish Council had appointed VR as its representative.
- b. An email had been received from Wendy Duerden to say she had stepped down as the Turville Village Association (TVA) representative. RJ would take the matter up with the TVA.

#### **5. Financial Report (RO)**

There was nothing to report

#### **6. Buildings, boundary walls and related maintenance**

- a. The Chairman was trying to set up a meeting with the neighbours to arrange for the pointing of the boundary wall on the neighbours' side.

The Chairman had introduced the cricket club cleaner who was now cleaning the Hall.

#### **b. Other maintenance**

A wall heater had come off the wall. PW to contact SB/Chris Richards (CR) to fix it.

## **7. Gardens, hedges and related maintenance**

The paving slabs had been repaired. The final price was just over £2,000. Thanks were given to CM for organizing that.

SB would contact CR to organize summer gardening, replacing felt on one of the sheds and repairing bolts on the back doors.

## **8. Bookings**

There had been various events and childrens' parties, £290 for the district council election, the London to Oxford bike ride, and £120 for the Garsington Opera workshop. The pilates group had been lost.

A wedding reception had been booked by Melanie Christopher from Southend for July at a price of £150 for three days (Friday set-up; Saturday reception; Sunday clearance). ( The chairman drew attention to the excellent example set by Melanie Christopher with her consult and advise those who might be affected. She had agreed the use of the common with Charles Hoare-Nairne and arranged parking facilities with Colin Malcolmson. She had invited neighbours to share in the day which would end by 8pm.

Concern was expressed that the price of £150 was low compared with comparable facilities. It was noted that the price was in line with the hall's pricing structure for parishioners. It was agreed to reconsider the pricing structure at the next meeting.

## **9. Marketing Update**

JMcC outlined his marketing plan which involved upgrading the website to improve the image of the Hall (in particular projecting the interior) and adding links to other websites, and marketing the Hall to the residents and the wider community including charities. Once the website had been developed new cards and fliers could be designed and a marketing campaign could be launched in Turville Times (and possibly Watlington Times) quoting past events and prices and canvassing support from parishioners.

## **10. Fundraising**

SB confirmed that details of events in the hall from the Northend Village Association would follow after their next meeting on 25 June.

RJ reported that the TVA had no events planned for the hall but that he would ask TVA to arrange an event in the hall in 2011/2012.

The Chairman said he would see if he could get Turville Park Cricket Club to organize an event

### **11. Updating of Constitution**

The Chairman had prepared a draft update of the Constitution and discussed it with the Secretary with a view to meeting MW and JMcC. The residents in the parish and surrounding area would be consulted before the Trustees approved the revised Constitution.

### **12. Date of Next Meetings**

AGM on 9 October at 11am, Committee of Management immediately following