

TURVILLE NORTHEEND VILLAGE HALL
MINUTES OF MEETING OF COMMITTEE OF MANAGEMENT
12 October 2016

Present

Trustees: David Cairns, Michael Wicks, Rob Oldershaw, Susie Phillips, Ray Jones, Sophie Chiappe

Other Residents: Sarah Evans, Alice Nuttgens, Cayla Twemlow

1. Apologies

Margaret Drage, Vicky Hollier, Rick Scannell.

2. Minutes of committee meeting on 23 March 2016

Approved and signed by the chairman.

3. Chairman

David Cairns elected as chairman until meeting in March 2017 (proposed by Michael Wicks and seconded by Ray Jones).

4. Other Appointments

Vice-Chairman: Michael Wicks

Secretary: Vicky Hollier

Treasurer: Rob Oldershaw

Bookings Secretary: Susie Phillips

5. Financial Report

Rob Oldershaw presented the accounts for the period from 1 April 2016 to 11 October 2016 showing income of £3,581, expenditure of £1,378, excess of income over expenditure of £2,203 and current bank balances of £18,216. It was noted that period covered by the accounts included the majority of the hall's annual income but only a small proportion of its annual expenses.

Income included lettings for table tennis, wedding, and election and the referendum as pilates as well as the summer letting to the Turville nursery school for four weeks at the revised rates agreed with the school in April 2016. It was noted that the school rates would be reviewed prior to the 2017 letting.

6. Bookings

Susie Phillips circulated an update on forthcoming bookings which included birthday parties, a wedding, the cricket club AGM and the weekly table tennis and pilates hire.

It was noted that the hire of the hall to the nursery had gone well and that the use of a van to remove hall contents into storage in MW's garage prior to arrival of nursery and back to the hall on the departure of the nursery had been very efficient.

7. Maintenance

Michael Wicks reported that the following maintenance had been carried out:

- the committee room has been painted;
- the shed roof had been made good, the shelves installed and the sheds restained;
- tiles had been replaced in the disabled loo;
- a sensor had been installed in the gents urinal to eliminate unnecessary flushing;
- the terrace had been treated with weed killer;
- roof tiles around the bell had been made good;
- loose brickwork outside had been cemented; and
- fence panels had been treated.

MW had obtained an estimate of £620 from Keith Hopkins to make good and repaint the windows in the hall. It was agreed that this was very reasonable and that Keith Hopkins had proved to be very reliable. It was agreed that no

further quotes needed to be obtained and that Keith Hopkins should proceed with the work.

It was noted that two of the low heaters in the main hall had come off their brackets after a Christmas party and had been repaired as best as was possible but may need to be replaced. CT agreed to find out whether we can either get new brackets or failing that, obtain similar replacement heaters.

MW invited suggestions on how to improve the terrace outside the hall.

CT reported that she has started looking for replacement curtains and that she and SP have obtained two outline estimates but these look expensive. It was agreed that CT and SP should be allowed more time to obtain further proposals and quotes. SC suggested an additional local supplier.

8. Marketing

SC reported that the new flyers, incorporating new photographs, had been printed at no cost to the hall for which the committee was very grateful. The meeting agreed that the flyers were of very high quality and a significant improvement. SC reported that the flyers had been circulated with laminated copies added to notice boards.

SC reported that she was arranging to update the advert in the Hambleden Valley parish magazine using the text and photos from the new flyer. She agreed to investigate the costs of a larger advertisement.

SC reported that she was also updating the venues for hire websites and contacting Oxfordshire and Wycombe registrars to place the new advertisement and encourage weddings, christenings etc. She agreed to circulate a PDF of the new flyer on turville.net in order to encourage local residents to use the hall.

DC reported that the parish council would be asked to approve a leaflet which would be circulated to all residents drawing their attention to local facilities (including the hall) and encouraging them to sign up to turville.net.