

TURVILLE NORTHEND VILLAGE HALL

MINUTES OF MEETING OF COMMITTEE OF MANAGEMENT

22ND MARCH 2017

Present

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

Other Residents: Cayla Twemlow, Pam Jones, Vicky Hollier

1. Apologies: Margaret Drage, Rick Scannell

2. Minutes of Committee Meeting on 12th October 2016

Approved and signed by the chairman.

3. Financial Report [RO]

Rob Oldershaw presented the financial report. Income to date was £4342.90, which included a reduced rental income from the Turville Nursery School booking and other lettings including pilates and table tennis, parties, elections and other hires. A grant from WDC of £490 for repairs to the windows is expected to be received by 31st March. Expenditure to date stands at £2,444.58 which included utilities charges, insurance, marketing and advertising costs and maintenance. Net receipts for the year to date are £1,898 and current bank balances are £17,831.

4. Bookings [SP]

Susie Phillips circulated a summary of hall bookings to date. A total of 20 ad hoc bookings, usage including parish council meetings, children's parties, a wedding and the summer booking of the Turville Village Nursery. The rates for the nursery school booking was discussed and it was agreed RO would contact the nursery to discuss the 2017 contract for this summer's let.

5. Maintenance [MW]

Mike Wicks confirmed a small number of repairs had been carried out, including repairs to shed roofing, repair of dishwasher and some redecoration of hall.

6. Marketing [SC]

Sophie Chiappe confirmed she would contact the parish magazine to discuss size of advert and to review and increase type size on the wording within the advert. It was agreed to circulate a hall advert via Turville.net and to approach the nursery to add details of the hall in their newsletter and display a flyer on their notice board.

7. Review of Lettings and Lettings Rates [DC]

The range of lettings was discussed and it was broadly agreed that 3 annual community events would be exempt from charge: the Christmas party, rounder's match and the Lent lunch. Any future requests for exemptions from a booking fee for community events to be considered on individual merit as they arise. It was agreed that the appropriate hire rates should be

paid by all other current events, including parish council meetings, charity events and other local functions. [This is the same policy as other local halls, e.g. Skirmett and Hambleden] SP to organise cleaning of the hall as necessary and charge as appropriate.

8. Assessment of Future Major Maintenance [MW]

Mike Wicks outlined a small number of areas requiring maintenance; electric sockets not working in smaller meeting room and replacement of dehumidifier. SP requested the possibility of a thermostat for the heating and the garden made more attractive. SP and Cayla Twemlow to suggest ideas for a low maintenance scheme.

Some of the windows in the main hall were in need of repair/replacement. CT presented quotes of between £10,000 and £15,000 for the replacement of the two large windows. Before considering these quotes, the committee agreed MW would ask local architect Andy Nicols for ideas for a different design of main windows which would aid low maintenance upkeep and which might be less expensive. It was agreed to place replacement of curtains on hold until window review completed. MW to organise completion of remaining external repainting.

9. Date of Next Meeting/AGM

18th October at 7.30pm