

Draft Minutes of  
Amenities Charity Meeting

9th December 2019.

In Attendance: Mark Taylor (MT) Treasurer, Mark Chadwick (MC) Rec Ground Steward, Ann Powell (AP) Bookings Secretary, Phil Wortley (PW) PC Rep, Emma Kew (EK) Hall Steward, Sally Woodall (SW) Secretary.

Guests: Selina Bond, (SB), Unnamed Guest (UG).

APOLOGIES: Chris Bertrand.

MINUTES OF MEETING 14th OCTOBER 2019.

The minutes were agreed as a true record and signed accordingly.

MATTERS ARISING:

MT advised there is now a record of regular classes/events held in the Village Hall and that they are listed on the Village website. The other issues of the booking systems were c/f to the next meeting. **AP/CB.**

AC to consider Open Gardens: C/f to next meeting.

TREASURERS REPORT:

MT reported all invoices due as at today were up to date. We have an outstanding cheque still not presented by Wheelers. We have 242 members of the 200 club. Draw to take place at the Christmas Cracker.

VILLAGE HALL STEWARD REPORT:

Television: Following on from the Rugby event held in the Village Hall, it was agreed we need to purchase a new digi box. It was unclear as to what Roger's offer was, as CB was not present, so SW to check with Roger to confirm this point and, if necessary, PW to purchase a new box. A budget of approx £50 was agreed. **SW/PW.**

Technical Equipment and Security: CB not present to confirm what equipment we have and where it is stored. CB to advise at next meeting. AP advised the switches had been moved to save confusion of what needs to be turned on/off. **CB.**

Floor cleaning: AP bought product in for EK to use. Floor to be cleaned weekly or once or twice a month depending on use of hall. It was suggested Thursday is the best day for cleaning.

Damage to walls: EK brought to the attention of the Committee the smoke alarm in the hall was not working. AP advised we did not need this and Robert Small had only put it there because we had a spare one. We have a smoke alarm in the kitchen as we are required. The UG pointed out that there could be Asbestos behind the damaged paintwork in the walls. The UG also stated the signage in the hall advising where there is currently a possibility of Asbestos is inadequate. The Committee was also advised that we need an Asbestos Register to provide to any User/Contractor of the hall. PW, MT, AP and SW believe there is an Asbestos report which CB should have. If this is the case, we need to provide details. If not, MT and PW advised the Committee we must obtain

said report and arrange for sampling to be carried out ASAP. MT said if necessary Community First Oxfordshire should be contacted for the names of Asbestos specialists. UG stated we needed to check on the website of Health and Safety in Buildings. UG also stated the floor tiles in the kitchen may contain Asbestos. MT to check with CB as to what documentation we have at present and advise the Committee. Decisions about how the hall will be used going forwards will be made depending on the results. **MT/CB.**

EK noted tap repaired for free by Keith Butcher. Thank you note already sent.

Free WiFi: the Committee decided as we had got along thus far without this facility, no action to be taken.

#### BOOKING SECRETARY:

AP advised SODC only rang this morning to use the hall for election but date already set aside for them. PW advised AP, although the calendar for hall use was up and running on the village website, bookings still had to be made through her.

#### RECREATION GROUND STEWARD REPORT:

Advertisement still on fence: PW to provide details to MC to remove.

**PW/MC.**

Recycling Xmas Trees: CB had previously sent an email regarding Xmas tree collection from the Rec. Committee not sure of the final outcome as some have stated they were collected with the normal refuse collection. CB to confirm. **CB.**

Larger Recycling Bins: Committee decided to C/f this item due to absence of CB although it was noted by MT if the shop are requesting larger bins it should be the responsibility of the shop. MT to speak to CB to clarify. **MT/CB.**

Issue with tree: CB has asked Jamie Turner to attend to this issue.

Bonfire clearance and reseeding: MT has instructed Ben to reseed along with his general duties in the spring.

MC advised the area for wild flowers and Mulberry trees has been started although to date there was no decision as to where the trees will be planted.

#### USERS REPORT:

No problems in this area.

#### PARISH COUNCIL:

PW advised the funding from the PC has changed and in future, if we need any grants from them, we have to put in a request with each individual item and they will be dealt with on an adhoc basis.

Driveway: There has been some dispute as to who owns the driveway leading to the Village Hall. There has been a solution reached and the driveway should be repaired in the near future.

The access to the Village Hall from the adjoining neighbour has been addressed and PW asked the AC to provide 3 dates in January to offer to the neighbours to access the gutters. The Committee also thought Robert Small should be consulted. **PW/MT/CB.**

#### DECISION MAKING PROCEDURES:

Item carried forward to next meeting.

#### COMMUNITY HALL UPDATE:

SW updated the Committee on the latest position of the CBP. A survey is to be sent to all households in the village, following on from the latest Consultation, with a chance for Adults and Children to give their views. SW also advised the grants cannot be applied for until a new Government is appointed.

#### NEW COMMITTEE MEMBERS:

Selina Bond is joining the AC and was welcomed. MT to address the necessary paperwork. **MT.**

#### AOB:

PW suggested that, in view of the fact that progress on the new village hall will inevitably be delayed to some extent, we should address some of the outstanding issues in the current hall. PW had briefly looked into providing another fire escape through the Men's toilets which would enable an increase in numbers. This project along with other items were to be considered in the New Year. PW to obtain some information before the next meeting. **PW.**

#### DATE OF NEXT MEETING:

6th January 2020.