

Langford Village Community Association Minutes

20th June 2014

Attendees: Roger Winson, Bob Rudge, Dom Cotter, Matt Phillips, Caroline Cadbury, Mike Oke.

Apologies: Ted Kingston.

1. Minutes of Last Meeting: The minutes of the March meeting were reviewed and agreed.

Caroline is investigating the possibility of taking on the role of Treasurer and was welcomed to the meeting.

2. Treasurer's Update

Bank Balances for April 2014.

Account	No. 1	No. 2	No. 4	No. 5	No. 6	Total
	1,713.63	6,226.41	23.36	23,635.71	138.45	31,737.56

Roger advised that he is finalising the year-end accounts in preparation for audit prior to September's AGM.

Roger and Caroline have met to discuss the role of Treasurer. Caroline is in the process updating her computer and would like to liaise again with Roger once this is done. Caroline also welcomed the opportunity to meet the committee.

Caroline expressed concern over collecting hall revenue and suggested that fees be paid in advance. The committee was open to this idea and will happily investigate the best way for this to be effected.

Roger advised that the role should pose few problems given Caroline's considerable experience.

The view of the meeting was that Caroline would be a considerable asset to the LVCA Committee and would be keen to work with her.

Caroline's wider interest in the use of the hall and its friendliness to users – particularly the garden – as well as her concern to see the school crossing situation addressed imminently, was also deemed highly advantageous.

Caroline will give the matter further thought and, after meeting with Roger again, advise of her decision.

It has not been possible to find a second-hand filing cabinet for the office. It was agreed to purchase one.

ACTIONS

- Roger to complete year-end accounts
- Roger and Caroline to meet
- Caroline to advise the committee of her decision
- Dom to purchase metal 4-drawer filing cabinet

3. Hall Improvements

A discussion was held regarding the quotations provided by Micky Pearse for replacing/refurbishing the hall doors and windows. It was agreed that we proceed with the option to replace the glass and to repair/redecorate the external frames at £180 per unit. The five windows in the hall and the one in the kitchen bring the total to £1,080.

It was further agreed that this work be undertaken in August when the hall is least used, and that the work be completed in readiness for the September AGM.

A decision regarding decorating was put on hold pending further information about washable paint.

ACTIONS

- **Mike** to ask Micky to proceed with the windows.
- **Mike** to liaise with Micky regarding options for different paint.

4. September AGM

The date of Wednesday 17th September was confirmed for the AGM – start time 7.30 pm.

It was agreed to invite the various councillors, as usual, along with representatives from Langford School, the Langford Medical Center and representatives from the Community Orchard, and the Wretchwick Highway group.

In the past hall users have not been well represented – it was agreed to make a special effort to encourage them this year.

ACTIONS

- **Roger** to ensure that the hall is available to 17th September.
- **Mike** to send invitations to the above personnel.

5. AOB

None

Date of Next Meeting – Monday 21st July.