



# Langford Village Community Association - Minutes

16<sup>th</sup> January 2017

**Attendees:** Mike Oke, Matt Phillips, Bob Rudge, Ted Kingston, Andrew Smith, Jean Coker, Rich Ponsford, John Broad, Steve Clack

**Apologies:** Richard Kingshott, Carole Hetherington, Bryony Groves, Tim Moore, Trevor Rowe, Jackie Rowe.

Bryony, Trevor and Jackie have advised that they will not be able to regularly attend future meetings, but will maintain contact with the committee and wish to continue to receive meeting minutes.

## 1. Approval of November Minutes

The minutes from November were agreed and signed by Mike.

## 2. Treasurer's Update

Bank Balances at end of December 2016:

Account	No. 1	No. 2	No. 4	No. 5	No. 6	Total
December 16	1,785.50	5,634.89	0.00	23,662.84	0.00	31,083.23

Despite lots of incomings and outgoings for account no. 2 since the last update, the nett result at the end of December (£5,635) was similar to the figure at the end of October (£5,471). All invoices due for regular users had been paid.

The gentleman who had enquired about regular bookings for Ju Jitsu classes has advised that he is no longer able to take this up. Slimming World has increased its hall usage to a total of 5 hours a week.

Jean has renewed the music licences, which had expired in November. The fee structure is that 1% of hall income is paid to each of two organisations, the Performing Rights Society (PRS) and Public Performance Licences (PPL). The committee agreed that we should investigate whether any savings can be made. Action: Bob, Matt and Jean to review further.

Jean has been reviewing the terms and conditions of hall hire, and concluded that they are out of date. The T&Cs made available at time of booking, and presented on the website, need to be revised. Jean has drafted the revised T&Cs.

**Action:** Mike and Matt to review and agree the revised T&Cs.

Mike thanked Jean for the excellent work she has done to review all aspects of the accounting.

## 3. Adjacent Bookings

The extended Slimming World booking had been arranged to end at 1330 on Wednesdays, placing it immediately prior to the monthly Women's Institute booking (1330-1530). Jean had contacted the WI about this new arrangement as a courtesy, but unfortunately there were difficulties on the first occasion. It became apparent that the WI had previously been regularly entering the hall earlier than their 1330 start time. Mike and Jean have since been in contact with the WI and reiterated that bookings should allow time for set-up and removal. The WI booking has now been extended to 1330-1600.

## 4. Defibrillator

The Bicester Lions has offered a defibrillator to the Langford community and proposed that it be fitted to the outside of the village hall. The committee considered a variety of options around Nightingale Place but concluded that it would support an installation at the front of the hall, near the main door. It



was also suggested that additional lighting in the chosen location would be beneficial. Permission would be required from Cherwell District Council.

**Action:** Mike to confirm our interest and outline next steps.

**Action:** John to raise this as part of ongoing liaison with CDC's John Slack.

## **5. Pavement and Insurance**

Mike and John reported on progress with the issue of responsibility for maintenance of the front path. The Plans are not totally clear, but appear to indicate that the committee is currently responsible for the path. A positive meeting was held before Christmas between Mike, John, Richard and John Slack. There was agreement that it would be more appropriate for the Council to have this responsibility. This is to be investigated by Mr Slack, but nothing has yet been confirmed. Mr Slack also advised that some changes would improve safety, such as extending the handrail beyond the ends of the ramps.

Following discussion at the last meeting the existing Royal Sun Alliance policy has been renewed by Jean. However, management has been transferred to A-Plan in Sheep Street. They reduced the premium by 10% and also waived their management fee, thereby saving the LVCA about £100. Through the same companies Jean has also taken out a new policy which indemnifies Committee members when they are acting on behalf of the LVCA. This is an annual cost of £210.

## **6. Langford Life Magazine**

Nearly all content for the next edition has now been gathered. Advertising is complete. Steve and Rich are aiming for publication at the end of January.

## **7. Review of Initiatives**

See table at the end of these minutes for a summary.

## **8. AOB**

John pointed out that recent vegetation clearance along Footpath 5 has been very severe and several posts from the Tree Trail are now missing. John intends to raise concerns about the poor quality of this work to the Council.

Streetlights have lost power outside the school and along the footpath from there into the park. All were encouraged to raise this with the Council.

John reported on a Council meeting that discussed the Local Plan. In terms of Gavray Meadows, John encouraged the Council to reject the Planning Application for the western site and promote a single Application for the whole site that more adequately considers protection of the Conservation Target Area.

John raised concern about mud on the roads caused by local developers. He advised that responses to Planning Applications should insist that Planning Committees enforce the use of wheel washes.

Double yellow lines are expected on Mallards Way in March. The committee was unsure whether bollards or rails on the grassed areas are still planned. Mike to query this with the local councillors.

Mike encouraged the committee to consider whether a specific use should be found for the funds sitting in the Hall Extension/Renovation account, rather than leaving them there indefinitely.

**Date of next Meeting – Monday 20<sup>th</sup> February 2017 at 8.15pm at the hall**