

Langford Village Community Association Minutes

17th October 2016

Attendees: Mike Oke, Matt Phillips, Ted Kingston, Bob Rudge, Richard Kingshott, Carole Hetherington, Steve Clack, Bryony Groves, William Patience, Tim Moore, Trevor Rowe, Jackie Rowe, Rob Swan, Andrew Smith, Jean Coker

Apologies: Robert Jackson, Cllr Dan Sames, John Broad

1. Welcome and Introductions

Mike welcomed the many new faces to the meeting, and highlighted how great it was to have so many attendees. The AGM went well, and seemed to generate some real passion for local issues. The emphasis of this meeting was on identifying initiatives to focus on over the coming year.

2. Treasurer's Update

Bank Balances at end of September 2016:

Account	No. 1	No. 2	No. 4	No. 5	No. 6	Total
September 16	1,785.50	5,083.16	0.00	23,659.90	0.00	30,528.56

Major expenses since the last regular meeting have been £2333 for redecoration and £125 for garden clearance.

There were two new regular hirers in September, both on Wednesdays. Rugby Tots have asked for a regular early Saturday morning slot, 0800-1100. This has been approved.

Jean identified that utility bills represent 25% of expenditure. She has undertaken a full review of utilities and successfully achieved bill reductions and refunds:

- Water: Account was significantly in credit. £600 has been claimed back and direct debit reduced from £98 per month to £50 per month.
- Electricity: Account was significantly in credit and bill was inaccurate because the meter is located at the rear of the hall, inaccessible to SSE. Jean has changed the tariff from Variable to 2 Year Fixed Price, which reduces both standing charge and unit price. £500 has been refunded and direct debit reduced from £87 to £60 per month.
- Gas: Tariff changed from Variable to Fixed Price, estimated saving £200 per year.

Well done Jean for this diligent work.

Jean also recommended that advantage is taken of the programmable thermostat to adjust settings more closely in line with hall usage. Bob has agreed to look in to this, although it would be impractical to be adjusting the settings frequently. It was queried whether Smart Meters/Smart Thermostats (e.g. Hive) might offer greater remote control. It was unclear whether a web connection is required for this. Meeting agreed that this should be investigated.

3. Online Payments

Normally 2 signatures are needed for bank cheques, to safeguard the Treasurer. However, the online banking requires only a single user to authorise payments, using a card & machine. To streamline regular payments, Jean has recommended the following are paid using online banking:

- Grass cutting over the summer
- Jayne for cleaning & weekend hall management.
- Occasional committee members' expenses. It was agreed in the meeting that this should be limited to £150.

Mike or Matt will continue to initial the receipts at committee before payment. If anyone doesn't want to share their bank details, Jean will continue to issue a cheque. All other payments to continue to be made by cheque with 2 signatures.

4. AGM Minutes & Actions

The plan is to distribute the minutes to those AGM attendees who provided email addresses, and give them two weeks to raise any comments. Having given this opportunity, the aim is to agree the minutes at the November meeting.

The committee discussed the outstanding queries from the AGM, and agreed responses and follow-up actions. Refer to AGM minutes for details.

5. Highways and Development – Update

Carole and Richard have a meeting with Oxfordshire County Council (Craig Rossington and Ben Smith) on November 8th. This is to progress ongoing discussions, but matters arising from the AGM will be added to the agenda, namely:

- Request for pollution figures in relation to Wretchwick Way.
- Raising concerns about the state of Gavray Drive.
- Request for definitive footpath map of the area.

6. Clearance of Footpaths

Trevor was praised for his effective work since the AGM getting some of the overgrown pathways around Langford cleared. Trevor had made contact with Cherwell District Council's Tim Green about the issue, and some clearance was done by CDC shortly afterwards. Trevor is now investigating how to get the bushes along Wretchwick Way cleared.

Many other pathways around Langford are in a similar state. The meeting discussed how best to prioritise these. Trevor, Jackie and Bryony agreed to take the lead on this issue. Carole and Richard to request a definitive footpath map from Oxfordshire County Council.

7. New Ideas and Initiatives

The attendees were invited to propose ideas/initiatives for the LVCA to implement or support in the coming year. These have been collated in the table at the end of these minutes, along with some schemes carried over from last year.

8. LVCA Logo and Business Cards

Rich presented his proposals for a new LVCA logo and graphics for stationery, including business cards. The proposals were supported by the meeting. Rich will contact committee members to confirm details for the business cards and place an order.

9. AOB

Steve asked whether it was possible to send emails from the @langfordlife.org addresses. Bob to raise with Jon Spinage.

Date of next Meeting – Monday 21st November 2016 at 8.15pm at the hall