



Langford Village Community Association - Minutes - 16th November

Attendees	Carole Hetherington (Chair), Andrew Smith (Deputy Chair), Lis Penhearow (Treasurer), Christine Fisher (Secretary), Elaine Whittaker, Chris A'Court, Patricia Shayler, Dan Sames, Nick Cotter,
Apologies	

Agenda item and Actions	Owner
Introductions: As there were a number of new people on the committee the chairperson thought it would be appropriate to have introductions. - No actions	
Approval of Minutes: The minutes of the September meeting were approved by those who attended the meeting.	

Bank Balances as at end of October are

Month	Langford Life	Hall	Hall Improvement	Reserve	Total
	£	£	£	£	£
Oct-18	1,530.85	10,101.36	767.22	10,005.17	22,404.60

<p>Treasurer's Update: Lis explained the Bank Balance as at the end of October. The reserve has been put in place for any renewals i.e floor, major electricals. The treasurer informed the meeting that Melody Music had terminated their bookings which brings in £84 a month. There is nothing in the T & C's on notice period for hire of the hall on a regular basis. We need to review cancellations and terms and conditions.</p> <p>Need to sell the remaining items in the storage room in the hall. - Carole to action</p> <p>Lis advised that Kingsmere hall give free hire for charities, maybe something to look at going forward? Decision - we would take applications on case by case basis.</p> <p>Carole to approach the town council for a grant towards the 25th celebrations.</p>	<p>Carole</p> <p>Carole</p>
<p>Electrician Quotes: Carole has received revised quotes with the facility to have adjusting switch on and switch off mechanism.</p>	<p>Carole</p>

Authority for grant request to be submitted by the chairperson - all agreed Decision - LKT quote to be put forward.	
Hall Maintenance: <ol style="list-style-type: none"> 1. Look at purchasing LED lights once we have confirmation of budget. 2. Storeroom - bumper pads for walls - purchase approved. 3. Guttering - seal are dripping and the gutters are probably full. Lis has a name of a person who can give us a quote and Chris will approach the person on Shearwater Drive as two quotes needed. Chris to update at the next meeting. 4. Garden - put back to Spring for weeding and growth maintenance. 5. Outside Clock maintenance responsibility of the town council - Carole to chase. Fire Risk Assessment: <ol style="list-style-type: none"> 1. No smoking sign - put a notice on the notice board 2. Check on the PAT testing - possibly ask electricians who are doing lights to complete. 3. Kitchen door to be fixed by Mickey 4. Carole to arrange for the safety equipment to be checked and a testing schedule put in place. 5. Manual for maintenance once it has been completed to be stored in the filing cabinet in the storage cupboard. 6. Do we check the defibrillator Carole to check instructions provided by Rich Ponsford 	Chris Chris Carole
Website/Twitter/Facebook: Andrew has tidied up the website. There are now two administrators for the Facebook group. Chris has made a video for the defibrillator and once Carole has it checked and approved he will put up on the website and social media. Chris has also done a information sheet for the hire of the hall with detailed information he will put it on the website and on social media sites. Blog Post: We need to keep the website up to date and a suggestion of a blog post once month was agreed (after each meeting with updates and minutes). A request to set up a mailbox for each of the committee members which can be used to send and receive messages. - Andrew to action	Chris Chris Andrew
Celebration of hall's 25 years: Date for the weekend celebrations in 2019 to be discussed at the next meeting. Everyone to come to the meeting with dates they are available (looking at around the first May bank holiday).	All
Highways and Development: <ol style="list-style-type: none"> 1. Ongoing issues with the Rodney House lights no date planned. 2. The main bridge over Langford Brook, anti-slip surface has been completed. 3. Approval has been given for the hotel on the Heritage site. 4. Dan to investigate the pipework on Charbridge Lane 	Dan
Amalgamation of Doctors Surgery: A site on Kingsmere is proposed, which is very inconvenient for Langford	

<p>residents and the new estates being built. There is a meeting on the 5th December with the CCG. We need to write a strong letter and consider setting up a petition. The Bicester Advertiser are going to be at the Langford surgery at 11am on the 17th, Carole will endeavour to attend.</p>	<p>Carole</p>
<p>East West Rail: Public enquiry on 6th Feb in Milton Keynes Andrew Smith to attend. We need video evidence of the queues of traffic when the barrier is down and number of cars held up - share on the facebook site for evidence. Discuss again at the January meeting.</p>	<p>Andrew</p>

Meeting declared the meeting closed at 22:26