



Langford Village Community Association
Minutes of the Committee Meeting held on 17th December 2018 at Langford Village Community Centre

Attendees	Carole Hetherington (Chair), Andrew Smith (Deputy Chair), Lis Penhearow (Treasurer), Elaine Whittaker, Chris A'Court
Apologies	Christine Fisher, Pati Shayler

Agenda item and Actions	Owner
Introductions:	
<p>Approval of Minutes: Minutes of the November committee meeting were approved. Minutes of the AGM in October had been circulated by Matt Phillips. The committee agreed the minutes; however they would need to be formally approved by the membership at the next AGM in 2019.</p> <p>Matters arising: Selling Items - An outstanding item Hall Clock - we are waiting to hear from BTC regarding the maintenance PAT Testing - done Defibrillator - is being checked monthly by Rich Ponsford.</p>	

Bank Balance at end of November 2018:

Month	Langford Life	Hall	Hall Improvement	Reserve	Total
	£	£	£	£	£
Nov - 18	1,530.85	11,072.61	770.30	10,005.59	23,379.35

<p>Treasurer's Update: Account balances as above. We had received some quotes for the guttering from Abstract Builders & Hard Landscaping. The price ranged from £1115 for cleaning the gutters and downpipes plus replacing various joints etc in brown; £1448 for renewing the gutters and downpipes in black, grey or white; or £1672 for renewing the gutters/downpipes in brown, as new. Meanwhile Darren Townsend had quoted £50 for cleaning of the gutters; he could also do window cleaning. The committee agreed to spending £50 for cleaning in the first instance but to review whether further work was necessary.</p> <p>An issue had arisen with cleaning invoices for 2017-2018 and 2018-2019. It was agreed to revisit and reconfirm what had actually been agreed with the previous committee.</p>	Lis
---	------------

<p>Hall Maintenance: A few issues have emerged, such as a blocked toilet, probably caused by a disposable nappy, and the failure of some users to restack the chairs in a proper and safe state. Rubber buffering has now been attached to part of the storeroom wall in order to prevent further damage. The small damage to the front door of the storeroom has been repaired. Conversations have been held with tradespeople about the guttering and window cleaning (see Treasurer's Report). A small area of damage on the flooring had been reported; however on inspection this was found to be fine.</p>	
<p>Communications - Website/Twitter/Facebook: Work has continued to post fresh content to the website and Facebook page and to share relevant news and events via Twitter. The video that LVCA has produced to help illustrate how to use the defibrillator has been posted and has been well received. An article thanking fundraisers for their help in getting the new floor installed is also posted on our website. Content can be shared via Facebook and Twitter. The website has been further adjusted and both Andrew and Chris now have access to post and manage our content there. Andrew is now updating bookings in the calendar on the website. Email-forwarding had been set up with help from Jon Spinage however we don't have (a) committee email box(es) as such. There had been some discussion about us managing hosting - both website and email - going forward. Andrew to investigate some hosting packages.</p>	
<p>Hall 25th Anniversary Celebration: The weekend of 4/5th May 2019 had been booked provisionally in the calendar (ie Saturday and Sunday of May Day Bank Holiday weekend). Actual 25 year anniversary is on 8th January, but not a good time of year to attract people out to celebrate. We have a £750 grant from CDC towards the event.</p> <p>Grant application: Bicester Town Council grant applications open in January/February. Ideas (which Carole had submitted to obtain the £750) included the following:</p> <ul style="list-style-type: none"> • Holding an exhibition in the hall with old photos from when the hall was built plus current; old copies of Langford life and any other relevant Langford village photos • Producing a celebratory edition of Langford Life • Offering some free classes over a weekend for people to try some of the things on offer in the hall • Maybe some free workshops on things like dementia, CPR • Have free refreshments and a celebratory cake during the weekend <p>Note the above are just ideas and can be changed. All agreed to hold a meeting early in the New Year to agree a date and brainstorm ideas for the event.</p>	<p>Carole</p>
<p>Wine Tasting with Oz Clarke: Earlier in the year we had explored the idea of having a wine tasting hosted by Oz Clarke. It would be in association with Coles Bookshop, price to include a copy of his book being released in 2019. As he was already booked up in 2018 we had said we would discuss with the new committee. However, it was felt this may be</p>	

too much to do as well given we have the 25-year celebrations to organise.	
PPF Update on Alchester Surgery: Carole read Pati's notes from the meeting in early December. It was agreed that LVCA should produce a statement outlining our position.	Carole
Rodney House Roundabout: Traffic lights were still not working and there had been several accidents. There had been some issues with SSE and the works still had to be signed off and handed over to OCC. A Stage 3 Safety Audit was due. LVCA to produce a statement outlining our concerns.	Carole
Hall Clock: Bicester Town Council had agreed their responsibility for repair, waiting for a date.	
Outstanding Responsibilities: <ul style="list-style-type: none"> • Langford life/ leaflet co-ordinator • Health & Safety 	
AOB: Andrew noted that he had received correspondence requesting availability for the EWR2 Public Inquiry in February 2019. He would respond.	Andrew