



Agenda item and Actions	Owner
<p>Approval of Minutes:</p> <p>Minutes of meeting for March approved.</p> <p>Matters Arising:</p> <p>Note Chris has been given the contract for the surgery so we just need to aware of any conflict of interest.</p>	
<p>Fire alarm - action to be rolled over to next meeting.</p>	Andrew
<p>Finance - full year budget yet to be completed</p>	Lis
<p>Lis to speak to Jane on the cost of the meeting hall mobile. Also on her cleaning costs i.e toilet paper and mops replacement etc.</p>	Lis
<p>Carole to ask for a pdf copy of the Langford life for the website</p>	Carole

Month	Langford Life	Hall	Hall Improvement	Reserve	Total
no details	no details	no details	no details	no details	no details

<p>Treasurer's Update: £750 from town council for the 5th May event.</p> <p>Carole to check with Mike on the advertisement payments for Langford Life.</p>	<p>Carole</p>
<p>Hall Maintenance: Following the issues reported at the last meeting, the front door lock and mechanism has been completely replaced by Aylesbury Key & Lock. This has come at considerable expense to the LVCA as it also required a large new batch of special keys and the replacement of the back door lock barrel to match the front. Chris took delivery of the keys and has delivered replacements to those who needed them. Thanks also to Lis and Jayne who assisted in this task. A subsequent problem with the rear door lock required another visit from the locksmiths in order to remedy it. Jeff in FLTR has a key and I think it is better for him to keep one as he is in such close proximity to the building.</p> <p>We need to put something on the contract for people who are regular users and review contracts.</p> <p>Dennis and Rita have resumed their work on the garden ahead of the May event. More work has been done on the weeds and scrubs at the back and the front fencing has been painted after LVCA accepted their quote for this extra work.</p> <p>A problem was reported by Jayne when she found the men's toilets floor to be flooded. Upon further investigation it appears someone probably left a tap running to cause this, as no leak could be found. However we've also identified another small issue in the toilets that will require a plumber to fix it.</p>	<p>Lis</p>
<p>Website/Twitter/Facebook: Another steady month on the facebook site with mainly promotions of events, such as the recent coffee morning. An appeal for two extra magazine delivery people gained instant success and we have a full list of delivery people once again and one person in reserve if required.</p> <p>A facebook 'event' post has been created to highlight the Family Fun Day on May 5th and positive reaction is being received via facebook posts about the Langford Life magazine.</p> <p>The twitter channel is very quiet, reflecting a quieter news month where we've not had much activity around issues like Rodney House roundabout or East West Rail.</p>	

<p>Hall 25th Anniversary Celebration - May 5th Celebration: Carole gave an update:</p> <p>Magazine is now published and in the process of being distributed Banners for railings are being collected Monday 15th ready to put up straight after Easter. Staging is being borrowed from Langford School , Carole collecting Friday May 3rd and returning Tuesday 7th. Gazebos collected Friday 3rd and returned Tuesday 7th so long as dry.</p> <p>Face Painter is available, Carole's daughter-in-law for a fee of £100 if the committee are happy with this, other quotes £125 and £150. - Agreed</p> <p>Cllr Jason Slaymaker Deputy Mayor is opening the Day, Dom Cotter from BBC Radio Gloucester is acting as MC for the day.</p> <p>Plates, mugs, bunting, raffle books , balloons have been purchased Cake being made by Margaret Wootton who makes cakes for Flt. Carole to buy rest of cakes on Friday 3th May/ Saturday 4th.</p> <p>Lis has badges and lanyards for the committee. Stalls and demonstrations have been distributed, person dancing for Ballet has had to pull out. Games being sorted Tuesday along hopefully with Bistro tables and chairs loaned by One Bicester, will need to collect and return. Raffle prizes need to be collected by Sunday 28th April please, need an update from everyone as to what we have promised.</p> <p>Outstanding issues to be agreed:</p> <ul style="list-style-type: none"> • Manning of LVCA stalls - all agreed • Agreement on list of volunteers we require for committee - agreed • Tombola prizes , please can you see if you have bottles and other prizes at home you could donate, ensuring everything is in date. • Any help on Saturday 4th May setting up, helpers so far, Carole, Noel, Andrew and Natalia Hodges 	
<p>AOB:</p> <p>Invite to Mayor Making Ceremony Monday May 13th at 6.45pm, Carole attending can take one other, anyone interested? - Christine to attend with Carole.</p> <p>Light quote for main hall, driers and all the other areas. Decision to do the hall in the first instance.</p>	