



Langford Village Community Association

Minutes of the Meeting held on Monday 15th June 2020.

8pm – Virtual Meeting

Attendees	Carole Hetherington (Chair), Noel Hetherington (Treasurer), Elaine Whittaker, Christine Fisher, Howard Patten, Chris A'Court, Lis Penhearow, Cllr Dan Sames
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Agenda Item and Actions	Owner
Councillor Dan Sames - Update:	
Roads and pathways: Dan is pushing to get the roads and pathways repaired.	Dan
Rodney road roundabout: Due for review and assessment – Dan to attend the review meeting, waiting for a date due to social distancing restrictions	Dan
London Road Crossing: The next meeting is in July no confirmed date. The project is going to take a lot longer than planned. Network rail seems to have started campaigning for a closure by publishing the breaches of the crossing being down. There is no intimation to the councillors that the crossing is going to be closed permanently. It is on the government website that there has been a grant awarded of £3M for a footbridge – Dan to investigate as he was not aware, although Carole Had sent him the link where it states quite clearly what the award is for	Dan
Work on Charbridge Lane & Jarvis Lane: Dan to find out if they are replacing the trees when the bridge is completed as the view of the warehouses is not pleasant. Dan to ask the question on - can we use the temporary bridge from Charbridge Lane which must be a substantial bridge to carry lorries to take the traffic over London road crossing ?	Dan Chairperson
Priority fund: Anything Covid-19 related we can apply for Councillor Priority funds from the district council and the county council have extended the extra funding for a year.	Chair

<p>Symmetry Park 2 planning application: how can the local plan have been totally ignored and why have one, if planners & Councillors approve another huge warehouse to be built to satisfy DPD's need to move. Why couldn't they have been sited across the road on the Graven Hill site which is to have warehousing. Application approved by one vote</p> <p>Cycle route: Dan is pushing to have the completed cycle paths by Bicester village done. Chris asked Dan to join the LVCA Facebook page and comment on some of the conversation threads on this subject.</p> <p>New surgery proposed for Graven Hill: Provisional plans are being discussed with CDC planners regarding the new surgery. Planners are now suggesting that Kingsmere should be used, stating that the Graven hill site will lose open space. not approved. Some local councillors who want the site to be at Kingsmere and promised their constituents there would be a Drs surgery on Kingsmere are lobbying hard to scupper the decision that that is the wrong site and Graven hill is the best site. This is important for Bicester and means no large Drs site will be built.</p> <p>LVCA will write to all the members of the planning committee with a detailed case of why the other site is not suitable. Dan will try and expedite the situation.</p> <p>Bus Shelter for Langford Village:</p> <p>Zoe McLernon is working on the Bus Shelter and the on-going maintenance. Carole has already got a grant application in with CDC for 50% of the bus shelter, they are waiting for information on where the funding will come from for the ongoing maintenance. A lot of bus shelters maintenance is funded by a separate company who gain revenue from advertising at bus shelters, they say there is Insufficient passing trade for advertising to pay for the maintenance.</p> <p>There looks like two proposed sites around Shakespeare Drive which have been marked up – Elaine to take photos.</p> <p>Dan to email the chief officer to find out about maintenance costs and to find out about the Town Council taking on responsibility for the maintenance</p>	<p>Dan</p> <p>Chair</p> <p>Dan/Zoe/ Chair</p> <p>Elaine</p> <p>Dan</p>
<p>Approval of Minutes: Approved.</p> <p>Matters arising: Insurance policy CDC – Carole to ask Dan to use his influence to obtain the hall's insurance policy from CDC as she has requested a copy twice and has had no response</p>	<p>Chair</p>

<p>Treasurer's Update</p> <p>Normal Operating Budget is still forecast to breakeven for the year, although that may change if our costs increase because of extra Covid-19 measures.</p> <p>Hall improvements are now forecast as £8.8k favourable to budget, due to the £10k Covid-19 grant, less the £3k replacement boiler, offset by a 50% CDC grant.</p> <p>Hallmaster – Trial started June 1st and system set-up completed. Trial bookings successful, but problems with invoicing module need to be resolved. First impressions are that the booking module will be slicker, quicker and will eliminate double bookings. The biggest potential benefit should be from the invoicing module, which will make the process quicker, more streamlined and more robust. I would ideally like to be operational to take new bookings as soon as we are able to open the hall.</p> <p>Payment Terms – I would like to change terms of payment for casual bookings to 7 days from invoice for hire fees and 7 days before booking for deposits. Also make all payments by BACS and remove Jayne and Treasurer from having to handle cash, cheques and booking forms.</p> <p>Elaine to ask the other halls what they do as far as deposits, to confirm the deposit should be paid by BACs and not by cheques or cash.</p>	<p>Elaine</p>
<p>Hall Maintenance:</p> <p>Survey has been done in connection with possible rear guttering replacement – awaiting confirmation of quote and discussion needs to take place on whether to go ahead. - Lis to chase quote</p> <p>Survey was also made of the roofing on the shed, this should also be included in the quote.</p> <p>British Gas did a virtual survey in connection with the boiler quote. This worked well but highlighted that the hall does not have wi-fi and that the 4G connection is poor in parts of the hall. We have been awarded a grant for 50% of a new boiler by CDC, we decided to go with Bicester Boiler Service (Alun) as he was more than £500 below the quote from British Gas. The total cost is £ 2994, with us paying £1497 from our funds. Fitting is 30th June/ 1st July.</p> <p>Need to review the wifi facility in the hall – to be discussed in the autumn once the hall is opened for use. Howard is going to get some quotes from different suppliers.</p> <p>Blue selected for the blinds still waiting for a fitting date.</p> <p>Bench is on order for the sensory garden delivery by 26th June (donated by Finders Keepers, they are providing plaque) and 2 silver birch trees are planted.</p> <p>Outside tap fitted to aid watering.</p>	<p>Lis</p> <p>Howard</p>

<p>Communications/Website/Social Media:</p> <p>Regular Facebook posts have continued though these continue to be mostly shares of announcements of re-openings or interesting local news.</p> <p>Website – some form of statement re our plans for the hall should now be published. Adapt the statement we sent out to our regular users. - Chris/Carole to action</p> <p>Domain name renewals etc. JS has been in touch with the Treasurer and we have confirmed the domain name should be renewed as per his quote. Chris has written to JS about possible future change. He has agreed to hand over the domain name to LVCA therefore payments will be direct from LVCA and give us more control.</p>	Chris / Chair
<p>Policy for reopening and proposed Risk Assessment, prior to government guidance:</p> <p>COVID Risk Assessment - draft discussed We have not yet received any guidance from the Govt, so is very much best guesses.</p> <p>There is a view from the committee that we should not open until we are confident that we understand the risks. Possibly open for regulars in the first instance. Decision to be made once we have more information from the government.</p>	
<p>AOB:</p> <p>Help/assistance for regular groups – move to the next meeting for a decision.</p>	Secretary

Next Meeting: 20th July 2020