



## Langford Village Community Association

Minutes of the Meeting held on Monday 19<sup>th</sup> April 2021

8pm - Virtual Meeting

<b>Attendees</b>	Carole Hetherington (Chair), Noel Hetherington (Treasurer), Elaine Whittaker, Christine Fisher, Chris A'Court, Dan Sames
<b>Apologies:</b>	Lis Penhearow (sabbatical)

Agenda Item and Actions	Owner
<b>Apologies:</b> None	
<b>Approval of Minutes March 2021:</b> Approved as a true record of the meeting.	
<b>Matters arising:</b> All matters arising are on the current agenda for this meeting.	
<b>Treasurer's Update:</b> Accounts for year ending 31 <sup>st</sup> March 2021 now completed and showing an overall surplus of £9.4k. This is £2.2k better than previous forecast, due to another Covid-19 Grant of £2.1k.  Vicki Preston to complete the independent examination of the accounts as previous years.  Restart dates have been agreed with nearly all hall regular user groups and 3 casual bookings are in the diary between June and August. April bookings have been invoiced.  The 2021-22 Operating Budget has now been finalised, and shows an income of £19.6k, an expenditure of £19.5k, yielding a surplus of £0.1k. This includes a figure of £3.1k for a possible Caretaking Contract. Formal agreement required.  Hall Improvement expenditure budget to be agreed, along with any potential related grant funding opportunities.  Applied for another government grant via CDC, for £2667 to £8,000, unsure exactly what we will get, therefore have excluded this from the budget.	

<p><b>Hall Maintenance:</b></p> <p>We have replaced the old lighting in all the three toilets with new, more energy efficient LED lighting. Unfortunately, the automatic on/off sensors have been found to be incompatible with the new lighting and LKT are looking again at whether sensors are possible. At present there are conventional on/off switches reinstated. Chair to follow up on the payment/invoice situation and the sensor fitting.</p> <p>The fix to the cistern that is believed to be causing the problem in the urinal has been completed.</p> <p>The water supply is back on again and the new Hive controlled heating schedule has been tested and working.</p> <p>The heating control's perspex protective cover has been replaced and notices on it that ask Hall users not to touch it and to request any heating changes by email, or in an emergency, by phone.</p> <p>The annual alarm system check was carried out and the alarm is fully functional and there are no issues.</p>	<p>Chair</p>
<p><b>Communication and Marketing:</b></p> <p>Regular updates have been made to website, Facebook, Twitter and Hallmaster as we approach reopening date. Information and booking systems all seem to be working well.</p> <p>Biggest event of the month has been the EWR's release of information connected to London Road level crossing. The essential details were extracted and published on the LVCA website and made easily sharable. This has performed well, and website visitors have increased markedly this month as a result.</p> <p>Details of all the local ward candidates standing for elections on May 6<sup>th</sup> have been published on our website and linked to Facebook page.</p> <p>The official cancellation on March 18<sup>th</sup> of the Oxford-Cambridge Expressway has also been covered.</p>	
<p><b>Reopening of Hall:</b></p> <p>Groups who are allowed are returning with exception of Brownies and Rainbows. All Covid restrictions in place as before.</p> <p>The Chairman formally thanked Chris, Elaine and Noel for undertaking the regular checks of the hall during lockdown.</p> <p><b>Grants:</b></p>	<p>Chair</p>

<p>Paul Tysoe – Community Association Grant 2021 to be discussed which is in place to help new users. How do we communicate this? Chair to ask Paul if they are producing marketing so we can push out to our community.</p> <p>Improvement Works to be undertaken for approval:</p> <p>Guttering – back only – further quotes required.</p> <p>Repairs to 2 x garden seats - approved.</p> <p>Fencing and gate for front of hall - further quote required</p> <p>Additional items, floor tile in kitchen, front path slabs – approved.</p> <p><b>JD for proposed caretaker:</b></p> <p>Adjustments made to job description - to be agreed.</p> <p>Agreement needed on rates.</p> <p>Start with a campaign with our supporters of the hall and advertising the roles and responsibilities we need to maintain the running of the hall.</p> <p><b>Locality Improvements:</b></p> <p>Jubilee Lake Path, been referred to Thames Water, no response yet.</p> <p>Langford Sign land at Rodney House Roundabout, a follow up email sent to Tim Green Landscape Officer CDC to establish, what and when something might be done. He has provided costings to Phil Evans BTC, requested an update from Phil.</p> <p><b>Hall Lease</b> now completed and being registered with Land Registry, I have received a copy which will be filed in the cabinet in the hall.</p> <p><b>London Road Crossing:</b></p> <p>The Chairperson and Chris attended a zoom meeting to understand the 6 concepts under consultation, which we put on Facebook.</p> <p>It's inevitable that the crossing will close in its current format, it's due to have trains through for 50 mins in every hour. The rail company can close the crossing on safety grounds anyway and they quote 111 misuses in 5 years.</p> <p>We have until 9<sup>th</sup> June to put ideas/ arguments forward, so a great deal of work to be done before then.</p> <p>The final discussion on how we put our views forward meeting to tbc.</p>	
<p><b>AGM - 2021:</b></p> <p>Hall is booked for Tuesday October 5<sup>th</sup> from 6.00pm and groups notified.</p> <p>Agenda planning and suggestions to date:</p> <ul style="list-style-type: none"> <li>• Environment Agency to talk about flooding issues.</li> </ul>	

<ul style="list-style-type: none"> <li>• Graven Hill Surgery</li> <li>• Wild Bicester</li> <li>• Bicester Heritage plans</li> <li>• East West Rail</li> <li>• Flood issues – Dan Sames and Carol Mackay</li> </ul> <p>We will need to leave decision on refreshments until nearer the time. Publication of the event, FB, Website, a leaflet to everyone?</p> <p>Overhead projector - Chris to provide.</p>	
<p><b>Community Issues:</b></p> <p><b>Doctor's Surgery: Public meeting on the 27<sup>th</sup> May provisionally booked.</b></p>	
<p><b>AOB:</b></p> <p>No more news on Hall clock potential alterations, Chief Officer off on long term sick.</p> <p>There will be site investigation works on Gavray Drive taking place from 26<sup>th</sup> April for 6 days. Chris to add the link to our FB page, so people are aware. L &amp; Q are being very careful having ecologists on site, during the work.</p> <p>Held over to next meeting:</p> <p>Changes required to our T&amp;C's and Risk Assessment, will features from COVID Risk Assessment be retained?</p> <p>Campaign to increase committee members, what would we like to see?</p>	<p>Chris</p> <p>Secretary</p> <p>Secretary</p>

Next Meeting:

17<sup>th</sup> May 2021