

Langford Village Community Association

Minutes of the Meeting held on Monday 19th July 2021

8pm - Virtual Meeting

Attendees	Carole Hetherington (Chair), Noel Hetherington (Treasurer), Elaine
	Whittaker, Christine Fisher, Chris A'Court

Agenda Item and Actions	Owner
Apologies: Sandra Davies, Lis Penhearow	
Approval of Minutes June 2021: Approved as a true record of the meeting.	
Matters arising: Treasurer gave update on all clubs returning. Chris has done everything to remove Jane's email address to avoid any correspondence not being picked up.	
Treasurer's Update: The full-year forecast is $\pounds(1.0)$ k worse than last month, primarily due to the cancellation of Thurs evening Line Dance classes $\pounds(0.8)$ k and Peekaboos reduced hours $\pounds(0.3)$ k.	
Contents and Liability Insurance renewed 18 th June, within budget.	
Energy contract due for renewal from 1 st Sept. Variable price is £141/mth, and best fixed price is £171/mth, compared to budget of £160. Propose to switch to variable price and review as and when that increases - All agreed to the variable price switch and monitor.	Treasurer
Bookings:	
Hall mobile phone is expensive to use and is currently unregistered. Various packages investigated 3 mobile would give us a saving of £100. All agreed to move the contract to 3 mobile.	Treasurer

We are hoping to organise a checklist for the key custodian so that when the hall is opened prior to casual bookings we can reiterate the rules. The intention is to open up and close up for casual bookers. – Chairperson to compile a list for the key custodian and send to committee for approval	Chairperson
Hall Maintenance:	
Cleaning cupboard all sorted, and a stock list of items recorded, Sandra taken responsibility for ordering of required stock.	
Harry Davies started from July 1 st with responsibility for key custodian - handing out /collection of keys, inspecting hall post event for casual bookings.	
Communication and Marketing:	
Update on usage of Facebook and website. Committee members to check the website independently to make sure information is all correct.	All committee members
Hall Improvements:	
Agreement with Mike Pearse, regarding the new windows and doors. This should all be done during August, there may be a delay on the doors due to a shortage of toughened glass. Door colour choices discussed, and decision agreed on anthracite	Chairperson
grey.	Chairperson
Fencing proposition agreed.	
AGM - 2021:	
Confirmed Calum Miller County Councillor to speak at AGM, plus Dan Sames and Nick Cotter.	Chairperson
Decision to print a "save the date" poster for disseminating around Langford. Chairperson to share draft with committee.	Chairperson
A discussion followed regarding how we plan the AGM, due to numbers restricted in the hall, with presenters and committee numbers, it would only allow 38 members of the community to attend in person. It seemed best to plan for a virtual AGM., to allow many more of the community to attend. Details to be worked out following investigation of the best format, and how to allow questions from the community	Committee members
Topics for discussion:	
 Flooding issues London Road Gravenhill surgery update Gavray Drive 	

 Police update and information on numbers of crimes in the last year in Langford village Christine to present at AGM. Chairperson to contact Police. 	Christine
• Christine to investigate the possibility of using zoom webinar for the meeting. Chairperson to check all presenters would be happy presenting virtually?	Chairperson
Community Issues:	
Chairperson had a face-to-face meeting with Cllr Calum Miller about the junction on Wretchwick Way/ Peregrine Way by Shearwater Drive and Section 106 money which we need his support.	
They also talked through other items such as the lake, flooding, pavements, surgery move, London Road, relationship with OCC, Town Council, new proposed Bus Service through Langford	
Safeguarding:	
Elaine and Sandra attended the online Safeguarding Training organised via Community Oxford First.	Elaine
Elaine to draft Safeguarding Policy to include nominated safeguarding lead, email, contact number to enable concerns to be logged.	

Next Meeting:

16th August 2021