



## Langford Village Community Association

Minutes of the Meeting held on Monday 18 July 2022

8pm – Virtual Meeting

<b>Attendees</b>	Carole Hetherington (Chair), Noel Hetherington (Treasurer), Elaine Whittaker, Chris A'Court, Sandra Davies, Donny Clarke
	Apologies: Lis Penhearow, Christine Fisher, Simon Thompson, Dawn Clarke

Agenda Item and Actions	Owner
<p><b>Introduction:</b></p> <ul style="list-style-type: none"> <li>The Chair advised Dawn and Donny Clarke have agreed to join our committee and welcomed Donny to the meeting</li> </ul>	
<p><b>Hall Maintenance Update:</b></p> <ul style="list-style-type: none"> <li>PAT testing has been completed and everything has passed. The offer to our groups to have any equipment PAT tested was taken up by Line Dancing, Zumba, Cubs, Beavers and Scouts</li> <li>Simon has been watering the planters regularly, they are looking good</li> <li>Simon has also been out with his spade and collected all the cigarette butts from the car park area near the hall</li> </ul>	
<p><b>Approval of Minutes June 2022:</b> Approved.</p> <p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>May minutes were amended by Chair as agreed</li> </ul>	
<p><b>Treasurer's Update:</b></p> <ul style="list-style-type: none"> <li>Treasurer reported that finances continue to look very healthy, and now forecasts our Full-Year Normal Operating Surplus to increase from £1.0k last month to £1.7k this month. The main reasons are Casual Income £0.5k and Regular Income £0.2k higher than expected in June</li> <li>£0.6k cost of 4 new tables, £1.0k on new signage, and £0.4k on planters was funded from the Hall Improvement Budget. Forecast still reflects that the £8.0k balance of the £10.0k Hall Improvement Budget will be utilised by the end of the year.</li> <li>Treasurer will check how the grant funded Sport in Mind yoga sessions are going</li> </ul>	Treasurer

<p><b>Hall Bookings:</b></p> <ul style="list-style-type: none"> <li>• Sandra thanked Chris and Elaine for helping out with the hall opening and closing whilst she and Harry had been isolating.</li> <li>• Hall is quieter in August so Sandra will take all the cutlery etc home to put through dishwasher</li> <li>• Sandra will laminate the info sheet for casual hirers this week</li> <li>• Monitor need for a cake slice and to mention no air con for casual users</li> </ul>	
<p><b>Communication and Marketing:</b></p> <ul style="list-style-type: none"> <li>• Reach and engagement of social media posts continues to grow – during the period 19/6-16/7 post reach was 5,453 (up 93% on previous month) and engagements 4,184 up 315% on previous month – most popular marked with * below</li> <li>• Comms messaging included: <ul style="list-style-type: none"> <li>• New signs installed and unveiled at the Hall</li> <li>• Announcement that the new primary school at Graven Hill will be built and open Sept '23</li> <li>• Announcement of proposed new car park for BV and public park on the sports ground land*</li> <li>• Public information session held by East West Rail in Bicester Town Centre</li> <li>• Coverage of London Road Level Crossing on BBC TV and radio</li> <li>• New planning application to build new 16m mast for 5G services on Peregrine Way*</li> <li>• Further promotion of the Sport in Mind Yoga sessions for health and wellbeing</li> <li>• Promotion of Hall hire dates available on weekdays in August</li> </ul> </li> <li>• Another 5 star google rating received – hirer also posted photos</li> </ul>	
<p><b>Hall Improvements:</b></p> <ul style="list-style-type: none"> <li>• Tables have arrived and are in use</li> <li>• Electrical work at hall taking place Monday 1<sup>st</sup> August – Simon overseeing</li> <li>• Signage all installed and looking good, several compliments received</li> <li>• Cupboard in alarm cupboard now booked to be completed during August</li> <li>• Blind Trader approached regarding the extra blinds for the store-room and kitchen</li> <li>• Consider need for really thorough clean of hall during quiet month of August</li> </ul>	Chair

<p><b>Courses for Mature Residents progress:</b></p> <ul style="list-style-type: none"> <li>• Chair and Sandra progressing these</li> <li>• David Meeks agreed to run the Art class for us 2<sup>nd</sup> and 4<sup>th</sup> Weds, 2pm-4pm, commencing Wednesday September 14<sup>th</sup>, Chair getting posters designed and printed for distribution. Chris will add to social media</li> <li>• Sandra will be running the wine tasting course, 3<sup>rd</sup> Weds in the month, 2pm-4pm</li> <li>• Still looking for a chair Pilates/ Yoga/ Zumba teacher for Monday lunchtimes 1.00pm to 2.00pm</li> <li>• Dawn and Donny will progress the Thursday afternoon social programmes idea</li> </ul>	<p>Sandra Chair Donny Chris</p>
<p><b>AGM – 2022</b></p> <ul style="list-style-type: none"> <li>• Monday 3<sup>rd</sup> October booked and cubs/ Scouts notified hall not available that evening</li> <li>• Chair has been in contact with Dominic Woodford regarding speaking about the CIC at the AGM, he has agreed</li> <li>• Chair has contacted Jeff from Fltr to ascertain if they are able to help us again with the refreshments</li> <li>• Chair to approach to East/ West Rail regarding a speaker. Chris will try to identify a point of contact</li> <li>• Update on GP surgery relocation may be possible</li> <li>• Promotion due to commence in September. Chair will approach Richard Ponsford for assistance in designing flyers</li> <li>• Chris has kindly agreed to continue to manage web/social media until a suitable person is able to take over although he will be standing down from committee in October. AGM comms could include this need</li> <li>• Chair will advise our Councillors of the date, though there will be no requirement for a presentation</li> </ul>	<p>Chair          Chris</p>
<p><b>Community and Locality issues:</b></p> <ul style="list-style-type: none"> <li>• Chair still awaiting response from Calum Miller regarding speed signs for Langford</li> <li>• The G5 mast has caused some concerns. Whilst there is good support for a mast, the siting on Peregrine Way has caused some concern. A response to this effect has been submitted to Planning at CDC and there will be a formal review at the Planning Committee. Village Centre or Gavray roundabout might be potential locations. A Facebook poll run by Chris indicated 2 to 1 in favour of a mast</li> <li>• Chair and Chris attended EWR consultation. Option 1 of complete closure of crossing was still listed although Calum Miller had previously advised that he had secured agreement for this to be removed. Chair spoke to Programme Director and suggested involvement of young architects from Brookes</li> <li>• GP Surgery relocation plans went back to Planning committee last week, but no update available yet</li> </ul>	

**AOB:**

In response to question from Elaine, Chair confirmed the defibrillator outside the Hall is on the relevant database so is 'visible' to emergency call handlers

Next Meeting: Monday 15 August, 8pm via Zoom. Elaine offered to chair as Chair and Treasurer away on holiday

Plan that September meeting will be held in Hall