



## Langford Village Community Association

Minutes of the Meeting held on Monday 28<sup>th</sup> November 2022

8pm - Virtual Meeting

<b>Attendees</b>	Carole Hetherington (chairing), Sandra Davies, Christine Fisher, Noel Hetherington, Lis Penhearow, Simon Thompson, Jim Finlay Apologies: Dawn Clarke
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<b>Agenda Item and Actions</b>	<b>Owner</b>
<b>Apologies:</b> Dawn Clarke	
<b>Approval of Minutes October 2022:</b> Approved - chairman to sign  <b>Matters Arising:</b> <ul style="list-style-type: none"><li>All the Risk Assessments, including the post Covid ones have been laminated and put up in the appropriate positions in the hall.</li><li>Chairman has written to all regular user group leads about keeping the front door closed to retain the heating in the hall.</li></ul>	chairperson
<b>Caretaker's Update:</b> Agreement of all heating controls and temperature was agreed. All Regular user groups to be written by Chairman to asking to leave the thermostatic controls on number 5 and notify Simon if its too hot or cold  Gate is now working, and can be locked and unlocked	Simon

<p><b>Treasurer's Update:</b></p> <p>The finances continue to improve, the forecast for Full-Year Normal Operating Surplus to increase from £4.2k last month to £5.2k. The main reasons are Casual Income £0.3k and Income from LVCA courses £0.4k better than prior forecast, plus Expenditure on Hall cleaning, maintenance and misc. up £0.3k.</p> <p>Up to the end of October the spend is around £0.7k of the £2.0k CDC Grant for the LVCA classes, and received income of £0.6k. these figures are included above.</p> <p>Hall Improvement Budget in October remains the same at end of year, at £11.2k spend and £(10.0)k deficit. The overall impact of these changes is to show a full year deficit of £(4.8)k, which is £1.0k better than the prior forecast, and £5.2k better than the budget.</p> <p>Broadband – Our 2yr contract with BT expires on 30th Nov, and renewal would cost £33.54/month for 2 years. However, the Treasurer has spoken to Gigaclear and they are running a promotion for non-profit organisations. We can have full fibre high speed broadband free for 1 year, with no tie-in. I therefore propose that we switch to Gigaclear, and then review in 12 months' time. All agreed.</p>	<p>Treasurer</p>
<p><b>Bookings:</b></p> <ul style="list-style-type: none"> <li>• New chairs purchased for seated yoga, also being used by social afternoon and Art class. Both classes grateful for comfort and stability.</li> <li>• Looking very busy around Xmas with all dates busy in week leading up to Xmas and also between Xmas and New Year.</li> <li>• Hall closed 24<sup>th</sup> – 26<sup>th</sup> December incl.</li> <li>• Next year bookings going well.</li> <li>• Opening up the hall and closing rather than giving out key works very well. Very few problems on closing. Google reviews at 4.7.</li> <li>• Hall acoustics noticeably poor. Hearing loop will resolve for some people, but other options might be beneficial, to be reviewed once we have the hearing loop installed</li> <li>• Review a refresh to the hall in the New year.</li> </ul>	
<p><b>Communication and Marketing:</b></p> <p>The email with the draft AGM minutes went out (to around 230 subscribers of LVCA news by email) and we stated that any comments should be returned by 31st December. No comments received in reply to the email to date.</p>	<p>Chairman</p>

<p><b>Hall Improvements:</b></p> <p>We have now agreed to have the hearing loop installed during the February half term. Dee from Music and Sounds completed a survey a couple of weeks ago and has sent through dimensions in order for us to agree the positioning of the equipment. See separate email forwarded by the Chairman, no objections raised from the committee. Simon will be admitting Dee when the installation happens</p>	<p>Chairman</p>
<p><b>Hall Maintenance</b></p> <p>Manual handling question has been raised due to the amount of equipment in the storeroom. Action has been taken to move 2 larger tables to the shed and the straps have been repaired.</p> <p>Taking action to send out to hall users the layout of the storeroom and if they require help or manual handling training.</p> <p>Chairman written to regular user group leaders, asking them not to touch the radiators or Hive system, rather speak/ text Simon to resolve remotely if there is an issue with the heating.</p>	<p>Chairperson</p>
<p><b>Senior Residents Courses:</b></p> <p><b>Social group</b> working well. Approx 11 returning individuals. Some now meeting up away from group.</p> <p>Crafting next week making crackers. Ask Chris to publicise see if anyone else interested.</p> <p><b>Seated Yoga:</b> Continues to go well, the first class is full, only allowing new people onto second session 2.15pm to 3.15pm. That session is still not filled however will still keep the two sessions into the New Year.</p> <p><b>Art Class:</b> Going very well. 8 people at last session. Have invested in paints, brushes etc. Sandra assists David with set up and refreshments each week. All very positive. Bookings now being organised for January to March.</p> <p><b>Wine Tasting:</b> Very good attendance last time with 8 people. Unable to continue due to costs, possibly have an evening event annually.</p>	
<p><b>Community and Locality issues:</b></p> <p>Chairperson written to Cllr Calum Miller before her holiday for an update after the AGM. Not received a response to date.</p> <p>Chairperson now in contact again with Thames Water, doing their normal delaying tactics, should hear from them next week.</p>	

<p>Cllr Zoe McLearnon asked Chairperson to meet her for coffee but she was unable to make it, not sure of the topic, expecting it to be about Bicester Fields/ Langford Park. Have asked for alternative dates, not had a reply.</p> <p><b>Hedges and trees around Langford</b> – James has spoken to BTC recently. Situation is that there is not enough staff and this is pretty low on the priority list. They were being helpfully realistic and polite despite the nature of the answer. However, this may give an insight into the general concern about ‘overgrowth’ that was raised at the AGM.</p>	
<p>AOB:</p> <p>Christine is stepping down as Secretary, however will remain until a replacement is found.</p> <p>Chairman is meeting Elaine to discuss the position tomorrow.</p>	

Next Meeting: Monday 16<sup>th</sup> January 2023