



Langford Village Community Association

Minutes of the Meeting held on Monday 20 February 2023

8pm – Virtual Meeting

Attendees	Carole Hetherington (chairing), Sandra Davies, Noel Hetherington, Jim Finlay, Elaine Whittaker,
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Agenda Item and Actions	Owner
Apologies: : Lis Penhearow, Dawn Clarke, Simon Thompson	
Approval of Minutes January 2023: Approved – Chair to sign Matters Arising: <ul style="list-style-type: none">• Hearing loop now installed. Regular user groups emailed to inform them, with instructions of how to operate. Chairman has asked for some indication of how many use the loop in a normal week. Chair, James and Sandra will test the system• Simon removed the cupboard in the hall. Flooring to be installed where the cupboard stood – expected to cost around £150• Six more of the comfy chairs purchased. Trolley to be obtained as soon as back in stock• Leaflets produced and distributed resulting in the numbers on the second seated yoga class rising to 9 attendees	Chair Chair/James/ Sandra
Caretaker's Update: <ul style="list-style-type: none">• No specific update	

<p>Treasurer's Update:</p> <ul style="list-style-type: none"> • Banking – We now have £10k invested in a HTB 2yr Bond fixed at 4.15%, plus £5k in a HTB 1yr Bond fixed at 3.75%. Notice has been given to withdraw £5k from HTB 100 Day Notice account. Awaiting acceptance of our application to open a 40 Day Notice account with Charity Bank, in which the £5k will be reinvested • 2022-23 Performance - In the month we received a further £1.6k grant from CDC towards the funding of the LVCA classes. This has contributed to a forecast improvement of £2.0k, meaning we are now showing a small overall surplus of £0.3k, which is £10.3k better than budget • 2023-24 Budget - The proposal is for a £3.0k Normal Operating Surplus, and a Hall Improvement net spend of £10.0k. The key assumptions are shown in the Budget Summary document circulated to Committee members for discussion and a decision. Budget agreed by committee. • Committee discussed Hire rates for year ahead <ul style="list-style-type: none"> ○ Regular users, no change ○ Casual hirers £19 per hour for new bookings from 1/4/23 with minimum hire period of 3 hours ○ Also agreed that Art class will be £5 per session for block of 6 classes, with one complimentary from next block. Seated yoga to remain £3 as now covering costs ○ Treasurer to advise Chris for website update 	Treasurer
<p>Bookings:</p> <ul style="list-style-type: none"> • Only 2 dates remaining available in March • All deposits returned up to date • Adult Spanish Thursday evenings ended. Booking replaced with pilates class • Sandra to investigate automated hand towel dispenser for kitchen 	Sandra
<p>Communication and Marketing:</p> <ul style="list-style-type: none"> • Several more 5 star ratings and reviews of the hall received recently. It's clear that hirers are responding to the messages they receive when their booking has just been completed as most reviews are being received immediately after the booking or on the next day. This has helped us to now have a total of 55 Google reviews and to maintain a 4.7 rating - hopefully another point will be added at some time soon if we can maintain this. All reviews/ratings are acknowledged on our Google page with thanks etc. • A new email address has been set up for James's work on the trees/overgrowth etc : 'issues@lvca.org.uk' • We are limited in the number of email boxes/names that we can have and have reached this limit under or current plan. However, if more are needed in future we could purchase extra • For information, although not seen yet, it is understood that Calum Miller will be writing something for residents regarding the London Road situation and the recent meetings. He is choosing to post on Kirsty's page. We should monitor for this and Carole may wish to write something in response for 	

<p>publication on our website or socials. Still no clear idea when anything will be published by EWR about the consultation held in 2021</p>	
<p>Hall Improvements:</p> <ul style="list-style-type: none"> • Wall cupboard installed in the kitchen. Things rearranged to fit in floor cupboard with a lock to store consumables in • All lost property has either been reclaimed or disposed of • Kitchen shutter quotes - one received for £3,994.93 and second for £3175.20 – Chair in liaison with companies. Small amount of electrical work will also be needed • Whilst hearing loop was being installed, Noel kindly investigated the loft space with regard to insulation. There is foil covered insulation attached to the underside of the roof tiles, however no insulation above the ceiling. We need to investigate costs of insulation for the ceiling and any grants available for such work, there is a possibility this may also help with the sound insulation, as well as heat retention • Speakers to use at AGM being investigated • Chairman has been applying for grants towards the toilets refurb <ul style="list-style-type: none"> ○ National Lottery grant - £10, 000 ○ Queens’s Jubilee Fund - £9,000 now at stage 2, very complicated application ○ Doris Field Trust - £1,000 ○ Persimmon Homes - £1,000 ○ To date there are no results and more funding applications will be made, BTC grant applications are open until 11th March maximum £1,000 • May seek electric roll down screen for presentation in Hall 	<p>Chair</p> <p>Simon</p> <p>Chair</p>
<p>Hall Maintenance:</p> <ul style="list-style-type: none"> • Simon has re-pressurised the boiler • Simon has repaired the small kitchen sink 	
<p>Senior Residents Courses:</p> <p>Social Group</p> <ul style="list-style-type: none"> • Sandra is endeavoring to get a calendar of events for the year organised that could go on the website – to include talks, quizzes, lunches, bingo etc. All seem to be enjoying • Sandra will keep a track of numbers attending each week <p>Seated Yoga</p> <ul style="list-style-type: none"> • First class now full and second class has 9 attendees. Chairman has confirmed to Zara we will be continuing with the classes for the foreseeable future, unless numbers drop off • These classes are now nearly self-funding <p>Art Class</p> <ul style="list-style-type: none"> • The numbers seem to have settled around 9 regulars. Chair has advised David the tutor that we wish to continue the class for the foreseeable future. • A record of attendees to be kept • This class still requires funding support 	<p>Dawn/Sandra</p>

<p>Community and Locality issues:</p> <ul style="list-style-type: none"> • Bus Service – the overwhelming vote in the poll run by Calum miller was for a Friday bus service. The trial to the end of March is continuing alongside the Ability Service organised by 14 local residents. The discussions continue, lets hope local people are using the trial service to demonstrate we do need a bus service for Langford • Chairman has applied for the funding for Speed Awareness signs from the County Councillor’s budget and hopefully this has been successful. Chairman has emailed Calum to ask how long the process takes <ul style="list-style-type: none"> ○ Chairman has had meeting with the Technical Officer, Traffic and Traffic Schemes from OCC regarding the siting of a speed awareness sign and he suggested one that can be moved from one leg of Peregrine Way to the other. He is finding out the information and getting a costing for this. The current quote we have is £5,345 • Chairman and James met with Phil Evans the Town Clark on Friday, for an update on various topics. Feedback below. <ul style="list-style-type: none"> ○ BTC are in continuing discussions with Thames Water regarding Jubilee Lake and the paths ○ Discussions are continuing regarding making the land between old and new Langford formally into Langford Park. An article in In Touch magazine indicated this was happening and that the land would be classified as a nature reserve with nature trail ○ It’s also been noted that we would like an outdoor gym for Langford Park ○ Mallards Way large play area to be updated ○ Paul Canning BTC Operations Manager is working with Paul Mann OCC on the emergency plan for Bicester. Hopefully we will hear more soon. The clearing of Langford brook is now part of the maintenance plan along with scarification of the fields and to date the brook is flowing better and there have been no recent flooding incidents ○ James is delighted that Phil is arranging for CDC’s ‘tree expert’ to review the trees along Wretchwick Way that are causing some residents in Shearwater Drive issues. • James also liaising with local Estate Agents regarding inappropriate positioning of marketing boards • 	
<p>AOB:</p> <ul style="list-style-type: none"> • Lis Penhearow has resigned from committee due to work pressures • Elaine being added as signatory on bank account • Committee agreed to purchase small gift for both Christine and Lis in recognition of their work supporting the committee over several years 	

2023 Committee Meetings (all 8pm via Zoom):

Mon 20 Mar

Mon 17 Apr

Mon 15 May

Mon 19 Jun

Mon 17 Jul

Mon 21 Aug

Mon 18 Sept

Mon 16 Oct

Mon 20 Nov

No meeting December