



## Langford Village Community Association

Minutes of the Meeting held on Monday 16 October 2023

8pm – Virtual Meeting

<b>Attendees</b>	Carole Hetherington (chairing), Sandra Davies, Noel Hetherington, Elaine Whittaker, James Finlay, Laurence Gray, Amit Sen
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<b>Agenda Item and Actions</b>	<b>Owner</b>
<b>Apologies:</b> Simon Thompson	
<b>Approval of Minutes September 2023:</b> Approved – Chair to sign	Chair
<b>Matters Arising:</b> <ul style="list-style-type: none"><li>• Photos of hall have now been completed by Gong Xi (Eddie). Link will be distributed. One will be used for the AGM. The main purpose of the photos is to update the ones on the website</li><li>• Socket for the VAS unit near Avocet has been moved so the unit can be located at either end of Peregrine Way, facing either way.</li><li>• Draft of Welcome to Langford leaflet for new residents circulated to committee – Jim and Carole will complete</li></ul>	Chair/Jim
<b>Treasurer's Update:</b> <ul style="list-style-type: none"><li>• The overall bottom line is £(2.2)k worse than last month, with a full year forecast (fyf) of £(2.8)k deficit, which is £4.7k better than budget.</li><li>• The forecast Normal Operating surplus of £4.4k is £(0.6)k worse than last month. This was mainly due to higher maintenance costs and cleaning costs.</li><li>• The fyf Hall Improvement deficit of £(7.2)k is £(1.6)k worse than prior month, due to the final bill for the Toilet Refurb coming in £1.6k higher than forecast.</li><li>• Regarding the Balance Sheet, our Net Assets/Equity was £34.3k at the end of September, compared to £33.9k at the end of August.</li></ul>	
<b>Bookings:</b> <ul style="list-style-type: none"><li>• No issues – all going well. Hall remains busy at weekends</li></ul>	
<b>Hall Maintenance:</b>	

<ul style="list-style-type: none"> <li>• Simon has been sorting out Hive system for heating after it was tampered with by a user</li> <li>• The projection screen has been sorted as electronics had failed</li> <li>• Paint touched up as needed and clock batteries changed</li> <li>• Carole to ask Simon to ensure outside tap is off for winter</li> </ul>	Chair
<p><b>Communication and Marketing:</b></p> <ul style="list-style-type: none"> <li>• Since the last meeting there have been further website posts and facebook posts to remind residents of the AGM. This has supported the Langford leaflet drop campaign organised by Laurence</li> <li>• An email is being sent a few days before the AGM to everyone who is a subscriber to LVCA e-News. This includes a link to last year’s AGM Minutes along with the usual information on how to book the hall etc. There are now 230 subscribers who receive information in this way</li> <li>• An email reminder will also be sent out on AGM day itself to the same group.</li> <li>• Online help has also been given to help promote Apple Day on 15th October in the Community Orchard</li> <li>• The Bicester Advertiser has now published a story on the LVCA’s attempts to get repairs to the paths at Jubilee Lake</li> </ul>	
<p><b>Hall Improvements:</b></p> <ul style="list-style-type: none"> <li>• The toilets are now completed - the only thing outstanding is the kick plate for the alarm cupboard door. This will cover the slight marking from the recent flood and is at no cost to LVCA</li> <li>• Now starting to seek funding to enable ladies toilets to be upgraded in 2024</li> </ul>	Amit
<p><b>Senior Residents Courses:</b></p> <ul style="list-style-type: none"> <li>• Amit has made a successful bid for funding to the Thames Valley Crime Commissioner fund for delivery of a cyber safety awareness course – mainly targeted towards more mature residents – to be held before financial year end – probably on a Thursday so that Thursday Circle members can attend</li> <li>• Port tasting 28/10 17.30 – publicity needed to increase bookings</li> <li>• All other courses full/filling up</li> </ul>	Amit/Sandra  Sandra
<p><b>AGM</b></p> <ul style="list-style-type: none"> <li>• Laurence has ensured leaflets delivered</li> <li>• Chairman’s and Treasurer’s reports are completed along with slides for the presentation.</li> <li>• Teas, coffees and wine will be served by Elaine and Sharon (Laurence’s wife) who has volunteered to help. Please would all other committee members help where necessary.</li> <li>• Screen, microphones and speaker are being tested on Thursday 12<sup>th</sup> to ensure everything works as it should ready for the AGM</li> <li>• Committee agreed to make small gift to Chris A’court in acknowledgement of both his hard work both on AGM presentation and comms/website throughout the year</li> </ul>	
<p><b>Community and Locality issues:</b></p>	

<ul style="list-style-type: none"> <li>• Carole has been approved to join the Bicester LRG group at their next meeting in early January. The notes from October’s meeting will be available in 2 weeks’ time</li> <li>• New benches and nature trail have been installed in Langford Park and look great. Board and sign being erected 16/10</li> <li>• Outdoor gym due to be installed spring 2024</li> <li>• Newspaper article (Oxford Mail and Bicester Advertiser) regarding the paths at Jubilee Lake</li> <li>• Chair approached Andy Ng regarding the poor state of the lampposts in Nightingale Place. They don’t have enough funds presently to undertake this work, they asked if LVCA would split the cost with them. The Chairman responded as follows: “Unfortunately Langford Village Community Association is not in a position to take on others responsibilities. We have to raise funds to undertake improvements at the hall and that is where our money gets spent.”</li> <li>• VAS unit is up and running and recording data on vehicle numbers and speeds. There are no cameras – it is a motion sensor.</li> </ul>	
<p>AOB:</p> <ul style="list-style-type: none"> <li>• Carole to explore possibility of a bike cover for bike stand outside the Hall</li> <li>• Tables and crockery not being properly cleaned by users. Whilst Radislav (cleaner) does give the table a deep clean once a month, more regular checks will be undertaken to try to ascertain which users are ‘guilty!’</li> <li>• Elaine to review Risk Assessments (last reviewed Oct 2022)</li> <li>• Elaine to regularly check Accident Log book and report back to Committee</li> </ul>	<p>Chair Committee Elaine</p>

**AGM: 7.30pm Tuesday 17 October**

Committee Meetings (all 8pm via Zoom)

27 November – NEW DATE

2024

15 Jan	19 Feb	18 Mar	15 Apr	20 May	17 Jun
15 Jul	19 Aug	16 Sept	21 Oct	18 Nov	no meeting in Dec