



## Langford Village Community Association

Minutes of the Meeting held on Monday 15 January 2024

8pm – Virtual Meeting

<b>Attendees</b>	Carole Hetherington (chairing), Noel Hetherington, Jim Finlay, Amit Sen, Sandra Davies, Elaine Whittaker
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Agenda Item and Actions	Owner
<b>Apologies:</b> Laurence Gray, Simon Thompson	
<p><b>Approval of Minutes Nov 2023:</b> Approved – Chair to sign</p> <p><b>Matters Arising:</b></p> <ul style="list-style-type: none"> <li>• Jim followed up regarding the Welcome to Langford leaflet, following the final agreement of the wording. We are waiting for the final copy from Fltr, for us to get printed. Jim will take responsibility for circulating to Estate Agents and Letting agents</li> <li>• Carole followed up with Damien McGuire regarding the actions from the AGM, no response to date. Carole also wrote to Phil Evans Town Clerk who did give me some feedback, listed under community issues</li> <li>• Laurence has liaised with Chris to publish more data regarding the speed awareness data.</li> <li>• Carole has received no response yet to emails regarding a bike rack cover, or finding the person responsible for street name signs at CDC</li> <li>• We agreed by email the committee meeting dates for 2024, and the AGM confirmed for Thursday 26<sup>th</sup> September 2024</li> <li>• Any other feedback appears later in the notes</li> </ul>	<p>Chair</p> <p>Jim</p> <p>Chair</p>
<p><b>Treasurer's Update:</b></p> <ul style="list-style-type: none"> <li>• The overall bottom line is £1.8k better than forecast in October's report, with a full year forecast (fyf) of £(1.2)k deficit, which is £6.4k better than budget.</li> <li>• The forecast Normal Operating surplus of £6.1k is £1.8k better than October, with the most significant changes being: - a £1.2k reduction in utility costs; a £0.3k saving in cleaning costs; a £0.2k improvement in the net costs of the LVCA classes.</li> <li>• The fyf Hall Improvement deficit of £(7.2)k is unchanged from October.</li> </ul>	

<ul style="list-style-type: none"> <li>• Regarding the Balance Sheet, our Net Assets/Equity was £30.4k at the end of December, compared to £30.0k at the end of October.</li> <li>• We recently received some feedback from ACRE about their survey of hall hire charges. This indicated that our charge for Regular Users (£12/hr) is at the lower end of the scale, while for Casual Users (£19/hr) it's at the upper end of the scale. The Treasurer proposes that we leave all our hire charges unchanged for the next financial year. <ul style="list-style-type: none"> <li>○ Unanimously agreed by Committee</li> <li>○ Rates will be benchmarked against local halls next year</li> </ul> </li> <li>• Directors Liability Insurance, that covers us all while on the committee, has been renewed.</li> <li>• 1 Yr Fixed Rate Bond with HTB matures 19th Jan. New 1 yr bond offered at 5.15%, but Treasurer proposes we invest the £5,000 in a 5yr bond paying 4.65%, also with HTB. <ul style="list-style-type: none"> <li>○ Agreed by committee</li> </ul> </li> </ul>	Treasurer
<p><b>Bookings:</b></p> <ul style="list-style-type: none"> <li>• No issues – bookings going well.</li> </ul>	
<p><b>Hall Maintenance:</b></p> <ul style="list-style-type: none"> <li>• Simon had to clear the drain outside the hall, as it was blocked and was causing a foul smell outside the front door of the hall.</li> </ul>	
<p><b>Communication and Marketing:</b></p> <ul style="list-style-type: none"> <li>• Since the last meeting there have been two further update articles on the speed check device data provided by Laurence. These have been published on the website and links provided from the local facebook pages. Once again interest was high.</li> <li>• The awarding of lottery money to LVCA in 2023 was highlighted on our facebook page and received a very positive response in number of 'likes' from our followers.</li> <li>• The now traditional Season's Greetings message was published, plus another inviting bookings for hall hire in 2024. A small promotional spend was made to ensure the message reached the maximum number of people living in or near Langford.</li> <li>• Chris presented an annual report <ul style="list-style-type: none"> <li>○ Web traffic continues to grow – up from around 4280 page views in 2019 to almost 14,000 last year</li> <li>○ Visitors to website also increased from 1836 to 6702 over same period</li> <li>○ The most popular web blog posts to the Hall and how to book it</li> <li>○ We now have 910 followers on facebook and a reach of 5,200 people</li> <li>○ Most Facebook views are from females aver 35</li> <li>○ Instagram presence recently established to increase engagement with younger age group</li> <li>○ 283 people subscribe to our newsletter, with the most recent one (AGM Minutes) having an opening rate of 85%</li> </ul> </li> </ul>	Laurence

<ul style="list-style-type: none"> <li>○ Hall google rating is 4.8 – the highest in Bicester – 71 reviews which Chris generally responds to</li> <li>○ Content always needed – Chris gave thanks to Sandra and Laurence for their submissions</li> <li>○ We do need to think about succession planning and aim to bring in someone to work alongside Chris</li> </ul>	
<p><b>Hall Improvements:</b></p> <ul style="list-style-type: none"> <li>● Carole hoping to secure at least £10K towards the ladies’ toilet refurbishment next summer</li> <li>● Amit seeking grants for loft insulation, in addition to toilet refurbishment</li> </ul>	
<p><b>Senior Residents Courses:</b></p> <ul style="list-style-type: none"> <li>● In the last term we ran a combined beginners and improvers class Art class for 2x2.0 hrs per month. This was well attended, which meant we were able to make a small surplus. However, that format didn’t work very well for the participants. We are therefore now trialing 1x2.5 hr class for beginners, and 1x2.5 hr class for improvers each month, for a 4-month period.</li> <li>● Seated Yoga continues to be well attended, with an average of 22 per week between 2 classes, making it self-sustaining.</li> <li>● The Thursday Circle Christmas Dinner was a great success, with 33 attendees. Well done Sandra &amp; Harry, an enormous effort on their part. The total cost came to £267.</li> <li>● This was raised at November’s meeting to be discussed at January’s meeting : <i>A suggestion was received that we should show prominently on the website what is on at the hall during each following week, including 3<sup>rd</sup> party classes and Thursday Circle activities/plans.</i> <ul style="list-style-type: none"> <li>○ Sandra circulates information to Thursday Circle members on a weekly basis</li> <li>○ Sandra would welcome suggestions from others for activities for the Thursday Circle</li> <li>○ There is already information on the website about what is happening in the Hall <a href="#">Happening in the Hall - LVCA</a></li> </ul> </li> </ul>	
<p><b>Community and Locality issues:</b></p> <ul style="list-style-type: none"> <li>● The new 108 bus service has started. We were not notified - it just seemed to start!! Carole used the bus last Thursday at 11.00am - sadly we were the only people on the bus. A new driver was being shown the route. I hope people will use the service or it will disappear. Chairman has asked Chris to advertise the bus again on social media.</li> <li>● Chairman met Dave Catling from OCC and agreed the position of the addition socket. We also discussed the state of the other signage where the posts are rusting and falling part. It was agreed if no electrical wires involved that they could hopefully be removed or replaced. At the time of writing, no changes observed.</li> <li>● Carole &amp; Sandra attended a meeting with EWR at Weyland Hall on 28<sup>th</sup> November, only 2 other people there at the time we attended. We understand Paul Troop (cycling group) has been in previously, it was</li> </ul>	<p>Chair/ Laurence</p>

<p>suggested that a meeting be arranged in February to get the different local groups together - Chair asked that Calum Miller be invited along as well!</p> <ul style="list-style-type: none"> <li>• Responses from Phil Evans Town Clerk to questions raised at AGM: <ul style="list-style-type: none"> <li>○ Pathways leading to Langford park – I believe are on the list to be adopted by OCC , so there isn't much BTC can do on that.</li> <li>○ The knee rail leading into the chicanes was on the list to be removed – I will get back onto this in the new year</li> </ul> </li> </ul>	<p>Chair/Sandra</p> <p>Chair</p>
<p>AOB:</p> <ul style="list-style-type: none"> <li>• Sandra/Chair to arrange replacement of chipped mugs in kitchen</li> <li>• Abandoned bike removed and donated to Bicester Green</li> <li>• Insurers have confirmed that LVCA's public liability insurance does cover LVCA for events they organise themselves <ul style="list-style-type: none"> <li>○ Also discovered that the policy also has limited Director's Liability insurance – Chair and Treasurers to investigate whether it would be adequate – to remove the need for an additional policy</li> </ul> </li> </ul>	<p>Chair/ Treasurer</p>

Meeting Dates for 2024:

2024

- 19 Feb            11 Mar (date Change)            15 Apr            21 May (Tuesday)
- 17 Jun            15 July            19 Aug            16 Sept            21 Oct            18 Nov

AGM 26 Sept