



## Langford Village Community Association

Minutes of the Meeting held on Monday 19 February 2024

8pm – Virtual Meeting

<b>Attendees</b>	Carole Hetherington (chairing), Noel Hetherington, Jim Finlay, Amit Sen, Sandra Davies, Elaine Whittaker
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<b>Agenda Item and Actions</b>	<b>Owner</b>
<b>Apologies:</b> Laurence Gray, Simon Thompson	
<b>Approval of Minutes Jan 2023:</b> Approved – Chair to sign	Chair
<b>Matters Arising:</b> <ul style="list-style-type: none"><li>• Treasurer has invested £5,000 in HTB as agreed at January’s meeting</li><li>• Still waiting for the socket to be installed near the school for the speed awareness camera</li><li>• No news regarding a meeting of local groups from EWR</li></ul>	
<b>Treasurer’s Update:</b> <ul style="list-style-type: none"><li>• The overall bottom line is £(0.3)k worse than forecast in December’s report, with a full year forecast (fyf) of £(1.4)k deficit, which is £6.2k better than budget.</li><li>• The deterioration comprises: a £(0.6)k reduction in hall income, partially offset by a £0.2k saving in utility costs, and a £0.1k improvement in Hall Maintenance costs.</li><li>• The fyf Hall Improvement deficit of £(7.2)k remains unchanged.</li><li>• Regarding the Balance Sheet, our Net Assets/Equity was £32.7k at the end of January, compared to £30.4k at the end of December.</li><li>• Following last month’s discussion on Directors Liability Insurance, Treasurer asked the broker to seek clarification on 2 key points. At the time of writing, still awaiting a response.</li><li>• Committee unanimously agreed (absentees by email) increases in rates to be paid to Caretaker, Cleaner and Support Officer</li></ul>	Treasurer
<b>Bookings:</b> <ul style="list-style-type: none"><li>• Regular bookings continue as usual with very little churn</li></ul>	

<ul style="list-style-type: none"> <li>• Causal bookings – couple of dates in March</li> <li>• Sandra mentioned difficulties in accessing T&amp;C via phone – Treasurer to check</li> <li>• Ongoing issues with cleanliness of tables and Sellotape left on the tables. The tables are cleaned once a month, this will need to be increased.</li> <li>• Floor and window sills could also do with a ‘spring clean’.</li> </ul>	Treasurer/Chris
<p><b>Senior Residents Courses:</b></p> <ul style="list-style-type: none"> <li>• Art – The beginners class now has 6 attendees, however the improvers only has only 2 at present</li> <li>• Crafting – The first of these untutored monthly open sessions will start on 21 Feb</li> <li>• Seated Yoga – This continues to be well attended, with an average of 22 per week between 2 classes.</li> <li>• Thursday Circle : <ul style="list-style-type: none"> <li>○ Around 30 people attended the defibrillator training – excellent session that also included CPR</li> </ul> </li> </ul>	
<p><b>Hall Maintenance:</b></p> <ul style="list-style-type: none"> <li>• Emergency door not bolting correctly – resolved</li> <li>• Lobby radiator leaking – being repaired w/c 19/2</li> <li>• Contact has been made with Time Assured regarding the servicing of the clock. It is looking like April before they are in the area and the 3<sup>rd</sup> Wednesday afternoon of the month is the only possible time. Once we hear from them we can book this in</li> <li>• Routine annual servicing: <ul style="list-style-type: none"> <li>○ Emergency lighting recently tested - remedial work due to be completed by 13 Feb</li> <li>○ Fire extinguishers - awaiting confirmation of test date from contractor.</li> <li>○ Other items of equipment are due throughout the year</li> </ul> </li> <li>• Future tasks : paint lobby woodwork, ‘Hammerite’ bike racks, clean/paint back fence where necessary</li> </ul>	
<p><b>Communication and Marketing:</b></p> <ul style="list-style-type: none"> <li>• Promotion of new 108 bus service (with facility to download/print the timetable)</li> <li>• Promotion of the first LVCA open crafting session in the Hall</li> <li>• Promotion of defibrillator learning session</li> <li>• Promotion of Cherwell recycling recipe competition</li> <li>• Raising awareness of the Bicester 20mph informal consultation</li> <li>• New post is running to encourage more people to sign up for the eNews service of information via email (web and facebook). There are now over 300 subscribers who receive the direct email. Everyone please encourage friends and family to join if they haven’t already - it’s very easy, just go to our website or facebook page and look for the relevant post.</li> </ul>	

<ul style="list-style-type: none"> <li>• Another email newsletter has been produced and was sent out over weekend of 17/18th Feb (topics: bus service, crafters sessions, Hall booking, new instagram channel). <ul style="list-style-type: none"> <li>○ as at 19/2 200 opens. Largest click thru was to Chairmans' update)</li> </ul> </li> </ul>	
<p><b>Hall Improvements:</b></p> <ul style="list-style-type: none"> <li>• Amit working on grant applications for loft insulation and refurbishment of ladies toilets</li> </ul>	
<p><b>Community and Locality issues:</b></p> <ul style="list-style-type: none"> <li>• Chairman has now made contact with the correct person at CDC regarding street name signs and sent pictures of the worst ones. An order has been made so we should see the new signs in 5 – 6 weeks' time. Has also asked that gradually all get replaced over a period of time</li> <li>• Welcome to Langford leaflets now ready to print</li> </ul>	Chair
<p><b>AOB:</b></p> <ul style="list-style-type: none"> <li>• Sandra obtained further comfy chairs (no cost) and refurbished them</li> <li>• Hallmaster booking system has been upgraded – Sandra queried whether booking request numbers are accurate – Noel to check</li> <li>• Chair was contacted by Kingsmere Residents Association for information about our fabulous VAS system – meeting arranged</li> </ul>	Treasurer

Meeting Dates for 2024:

2024

11 Mar (date Change)                      15 Apr                      21 May (Tuesday)

17 Jun                      15 July                      19 Aug                      16 Sept                      21 Oct                      18 Nov

AGM 26 Sept