



## Langford Village Community Association

Minutes of the Meeting held on Monday 11 March 2024

8pm – Virtual Meeting

<b>Attendees</b>	Carole Hetherington (chairing), Noel Hetherington, Laurence Gray, Amit Sen, Sandra Davies, Elaine Whittaker
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<b>Agenda Item and Actions</b>	<b>Owner</b>
<b>Apologies:</b> James Finlay, Simon Thompson	
<b>Approval of Minutes Feb 2024:</b> Approved – Chair to sign	Chair
<b>Matters Arising:</b> <ul style="list-style-type: none"><li>• Still waiting for the socket to be installed near the school for the speed awareness camera</li><li>• Welcome to Langford leaflet now printed, cost £192 for 750 copies</li><li>• Emergency Door bolt now repaired; it had become stuck. (Not something Simon could have undertaken as you need to know how to take the door apart)</li><li>• Leak in lobby radiator all sorted by Alun Bicester Boilers, at no cost</li><li>• Carole &amp; Laurence met with Chairman of Kingsmere Residents Association regarding a VAS unit which they are interested in. Gave details of the one we purchased and Laurence offered help if required regarding extracting data from the unit</li><li>• Chris has fixed the glitch with accessing Hall Hire T&amp;C's on a mobile phone.</li></ul>	
<b>Treasurer's Update:</b> <ul style="list-style-type: none"><li>• The overall bottom line is £0.1k better than the prior forecast, with a full year forecast (fyf) of £(1.3)k deficit, which is £6.3k better than budget.</li><li>• An improvement of £0.3k in hall income was offset by a £(0.2)k increase in expenditure. This included a bill of £346 for unexpected remedial work following a routine electrical check, and the £192 cost of printing the "Welcome to Langford" leaflets</li><li>• The fyf Hall Improvement deficit of £(7.2)k remains unchanged.</li><li>• Our Net Assets/Equity was £32.3k at the end of Feb, compared to £32.7k at the end of Jan.</li></ul>	

<ul style="list-style-type: none"> <li>Following last month’s agreement to increase some of our contract payments, the Chair proposed a hourly rate increase for the Art and Seated Yoga tutors. These rates haven’t changed since Sept 2022, unanimously agreed.</li> <li>The draft Normal Operating Budget for 2024-25 is summarised below for review/approval. I also propose budgeting to spend £10.0k from reserves on Special Projects (formerly Hall Improvements). This is over and above any Special Project costs able to be funded by grants.</li> </ul> <table border="0" style="margin-left: 40px;"> <tr> <td></td> <td style="text-align: center;"><b>2024-25</b></td> <td></td> </tr> <tr> <td><b>Normal Operating</b></td> <td style="text-align: center;"><b><u>Budget</u></b></td> <td></td> </tr> <tr> <td>Income</td> <td style="text-align: center;">£30.9</td> <td>£0.4k higher than 2023-24</td> </tr> <tr> <td>Expenditure</td> <td style="text-align: center;">£28.7</td> <td>£4.3k higher than 2023-24</td> </tr> <tr> <td><b>Surplus/(Deficit)</b></td> <td style="text-align: center;"><u>£2.2</u></td> <td></td> </tr> </table> <ul style="list-style-type: none"> <li>This proposed budget was approved unanimously.</li> <li>To reduce workload, and in light of our good record of financial control, the treasurer proposed updating the detailed financial status quarterly, from the start of the new year. Unanimously agreed.</li> </ul>		<b>2024-25</b>		<b>Normal Operating</b>	<b><u>Budget</u></b>		Income	£30.9	£0.4k higher than 2023-24	Expenditure	£28.7	£4.3k higher than 2023-24	<b>Surplus/(Deficit)</b>	<u>£2.2</u>		Treasurer
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<p><b>Bookings:</b></p> <ul style="list-style-type: none"> <li>Ballet have reduced their hours this month, but we’ve had 2 enquiries for new regular bookings in the last week. One looks promising.</li> <li>Casual bookings still looking good. Already have 2 bookings over Christmas period</li> </ul>																
<p><b>Senior Residents Courses:</b></p> <ul style="list-style-type: none"> <li>Financially these are more or less breaking even, and this is the assumption within the proposed 2024-25 budget figures above.</li> <li>Art – for next term, students would prefer fortnightly sessions</li> <li>Craft – around 30 people attended the inaugural session</li> </ul>																
<p><b>Hall Maintenance:</b></p> <ul style="list-style-type: none"> <li>Carole met with Simon to look at jobs that require doing at the hall over the next couple of months. <ul style="list-style-type: none"> <li>Paint bike racks</li> <li>Fence - clean off green and paint any necessary parts</li> <li>Paint the entrance lobby woodwork</li> <li>Repair and repaint the store room walls and woodwork that has become damaged due to the tables and chair stacks being constantly moved</li> <li>Make and install an additional noticeboard between the storeroom door and the gents’ toilets, and recover any not already in blue</li> </ul> </li> <li>Annual check for fire extinguishers booked for w/c 18.3</li> </ul>	Simon															
<p><b>Communication and Marketing:</b></p> <ul style="list-style-type: none"> <li>Another eNews has been successfully sent to all our (300) subscribers</li> </ul>																

<ul style="list-style-type: none"> <li>• Support given to the new crafters sessions on facebook and website and eNews</li> <li>• Web article published to highlight how to monitor the water level in Langford Brook (during the heavy rain/flooding period this month)</li> <li>• We are now registered to appear on Apple Maps with a business page and images. We are listed as the Langford Village Community Association Hall. Visibility is linked to an algorithm and therefore we should find the Hall appearing more obviously on Apple maps over time. It should already be of help to anyone using Apple devices to find us.</li> </ul>	
<p><b>Hall Improvements:</b></p> <ul style="list-style-type: none"> <li>• Carole has a meeting with Paul Tysoe on Friday 15<sup>th</sup> to discuss future funding and to review the refurbished toilets and spend.</li> <li>• Amit has secured Energy Assessment visit which could open the door for funding for loft insulation</li> <li>• Amit to complete Lottery application (for ladies' toilet refurbishment)</li> </ul>	Amit
<p><b>Community and Locality issues:</b></p> <ul style="list-style-type: none"> <li>• BTC have been in discussions with Thames Water regarding a lease for jubilee Lake and talks are progressing. Carole raised the outstanding path work and the regular flooding which causes damage over a period of time, so they are fully aware what they are taking on</li> <li>• Carole has the first meeting with EWR about the statutory Consultation on Thursday evening 28<sup>th</sup> March, so will report back at April's meeting</li> <li>• Welcome' leaflets delivered to following Estate/Rental agents: - <ul style="list-style-type: none"> <li>○ Connells, Barton Fleming, Thomas Merrifield, Quadrant, Hunters, Taylors, Alexander, Cridlands, Finders Keepers</li> <li>○ Fltr.</li> <li>○ <i>Yet to deliver to:-</i> Candour Property</li> <li>○ Some spares currently held by Jim and if more leaflets needed by the agents, then requests will be through the 'issues' e Mail address.</li> <li>○ Leaflets also to be placed in the Hall</li> <li>○ Elaine to ascertain if Community Orchard can also display</li> </ul> </li> <li>• Re Trees etc. Damian Maguire (BTC) e mailed Jim (proactively) as talks are ongoing with Cherwell for BTC to take over responsibility for tree maintenance. Jim has advised that the trees in question affecting the properties are located outside the Langford Estate fencing and border Wretchwick and Gavray, a factor which may impact the decisions he hopes to reach.</li> </ul>	Jim  Elaine
<p><b>AOB:</b></p> <ul style="list-style-type: none"> <li>• Sadly Amit is leaving the committee at the end of the month for personal reasons. The committee thanked Amit for his work on grants and wish him well for the future</li> <li>• Carole to circulate information on ACRE talks to Committee</li> </ul>	

Meeting Dates for 2024:

15 Apr	21 May (Tuesday)	17 Jun	15 July	19 Aug	16 Sept
21 Oct	18 Nov				

AGM 26 Sept