



Langford Village Community Association

Minutes of the Meeting held on Monday 19 January, 2026

8pm – Virtual Meeting

Attendees	Carole Hetherington (chairing), Noel Hetherington, Jane Ayris, Sandra Davies, Jim Finlay
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Agenda Item and Actions	Owner
Apologies: Dan Price	
<p>Approval of Minutes 18 November 2025: Approved – Chair to sign</p> <p>Matters Arising</p> <ul style="list-style-type: none"> • Loft Insulation now completed in the main hall, still waiting for the entrance hall loft to be completed. • All consumable purchases rationalised and a confirmed list sent out to ensure products we have COSHH sheets for are purchased • All Hall heating QR codes have been distributed to all regular user groups • New chair stack restraining straps purchased and in use • Simon checked the front doors and confirmed they work fine, any issues stem from someone opening the letterbox door and not ensuring it is closed properly. • Outstanding is the finalising for the newsletter and posters requesting more committee members in particular a secretary and treasurer. • PAT testing machine purchased and all PAT testing at the hall has been completed. 	<p>Chair</p> <p>Committee</p> <p>Chair</p>
<p>Treasurer's Update:</p> <ul style="list-style-type: none"> • After 9 months we are on course to make a Normal Operating surplus of £2.2k for the year, against a break-even budget. • On Special Projects we are expecting a full year deficit of £(6.6)k, compared to a budget of £(9.8)k, largely due to additional grant funding. • We have £5k in an HTB 4.55% fixed-rate account maturing on 3rd Feb. I'm proposing to reinvest it in a 4.0% 1 yr fixed-rate account at 4.55%. • CDC have confirmed that they are responsible for the insurance and excess relating to the leak and flooring replacement in the lobby 	

<ul style="list-style-type: none">• Committee agreed for Treasurer to switch fixed rate account	
<p>Hall News</p> <ul style="list-style-type: none">• The COSHH policy is now complete and sent to all committee members by Jim. All have agreed policy• Dee from music and Sounds was visiting Tuesday 20th January to survey but has had to postpone for 2 weeks• We all agreed by email that we would fund the difference in the purchase of the Retractable projector arm, quote £2185, CDC funding £1709, cost to LVCA £476• CDC Visited on Tuesday 25th November 1.45pm to 4.30pm November. We had 3 CDC officers visit, Simon, Jim and myself met with them. It was a very successful meeting with a clean bill of health. Thanks to Jim and Simon for all their efforts. We now have the report from the visit, the main comment was the team had covered things professionally to a high standard. Follow ups, CDC have provided us with a Health & safety at Work poster, it was felt it should be there even though we don't have any employees. CDC have gone away to find the asbestos report that was conducted by the insurers when we had the flood during COVID. The rest of the comments were; carry on what we are doing.• PAT Testing machine, we could consider hiring out to local halls for a fee. If they wanted the testing actually doing as well, Simon would be happy to undertake this and charge them directly for his time. All agreed• Entrance hall flooring, when Dan from Manor Flooring took up the damaged flooring in the entrance hall, he said you have a leak. We investigated and found a pipe joint was a little loose and was dripping. This must have been going on for a long time and had gradually trickled under the flooring in the toilet and under the Karndean flooring causing it to pull away from the floor. Carole reported this to CDC in the hope we can claim on the insurance. Carole confirmed CDC as of 19/1 will be picking up the insurance claim and excess	

<p>Communication and Marketing:</p> <ul style="list-style-type: none"> • Last report on numbers to Committee was made by Chris in Jan 2024 • Steady increase in numbers since then across website views, facebook followers and email subscribers to Langford Life (LVCA) channels. • In 2025 there were 13K views of the website and 6K visitors. Viewing and visitors has levelled off in recent years as social media has gathered pace. • There were 351,000 views of our facebook pages and 3,129 interactions (likes or comments) - showing our Community is now well engaged through this channel. • We have 1,137 'followers' (people who have clicked to ensure they see all our posts on facebook quickly after they are made). This suggests a significant number of residents see information regularly and no doubt share it with other family members, boosting our reach further. • The number of people who have subscribed to our e-newsletters has climbed to 400. This level of interest means our service provider is now requesting a modest monthly fee or else it will stop providing the set up that we need. Committee agreed that the payment could be made to continue this important channel for residents' notifications. • Traditional 'Merry Christmas' relayed with an LVCA digital card on website and socials. • Call to action to book early for Hall hire published online in early January. This post also featured another super-positive Google review from a recent hirer. • Various other local news related posts since last meeting. Including changes to recycling matters, Graven Hill residents meeting re the roundabout and, most recently, notification of new EWR public events scheduled for late February. 	<p>Admin</p>
<p>Local Community:</p> <ul style="list-style-type: none"> • London Road: A meeting was held in the Methodist chapel in Sheep Street, on 6th December, 80 people attended, which was a good turnout for a hastily arranged meeting on a dark miserable evening. Dan and Steve, Noel and Carole attended from LVCA and there were several people from Langford Village. There was a cross section of attendees from across Bicester and surrounding villages, Launton, Ambrosden and Gravenhill were all represented which was great. Everyone was very enthusiastic for the Donate a Pound to go Underground campaign which we are launching this week. There will be an article in the Bicester Advertiser and hopefully something on the local radio. We will publish across all Bicester social media platforms • Donate a Pound to go Underground: this is being led by Carole with backstage support from Calum's team. The aim is to ask people to donate £1 per person to demonstrate to the Treasury that each pound represents a Bicester resident supporting a motorised underpass. The aim is to take a large charity cheque to the Treasury to present to a senior official, and to gain a lot of publicity in support of the Treasury agreeing to fund the 	

