

Whitchurch-on-Thames Village Hall

MINUTES of the Village Hall Management Committee held at Winbourne, Hardwick Road, Whitchurch on Thames, Oxon. Wednesday 28th November 2018, commencing at 8.00pm.

PRESENT

Chairman Keith Brooks (KB)

Treasurer Felipa House (FH)

Jean Marc Grosford (JMG)

Charles Cotgreave (CH)

Ina Chantry (IC)

1. Apologies for absence. Richard Searce
2. Minutes of previous meeting (17th September 2018) - these were approved.
3. Report on new windows from KB - the new windows and doors have been installed and KB has contacted all users of the village hall and most are happy with them. Fire exit signs were ordered by FH and installed by KB.
4. JMG organised for the Grant Thornton Community Aid Project to come to Whitchurch on Thames Village Hall to clean the hall and paint it. They also sorted out the kitchen and installed the new crockery given to us by Goring on Thames Hall Committee.
5. Following the authorisation by the PC of two payments of £1000 for the grant application for kitchen refurbishment JMG told us that he would be contacting possible sources of funding which would give us half the required money and the other half from SODC. KB and JMG had a meeting with SODC on Thursday 19th September to discuss our plans and they informed us that the next time we could apply for a grant would be May 2019 with a decision in September and release of funds in November.
6. KB and JMG went to a meeting organised by Tessa Hall from Community First at Little Milton Hall where there was a presentation by a wifi provider. KB will liaise with BT and get some idea about the feasibility of providing wifi in the village hall as requested by the Camera Club and other users.
7. Electrical inspection and PAT testing - has been carried out by Goring Gap Electrical Services. As a consequence the fire alarm and outside light needed

attention.

8. Progress on regular maintenance - Following a detailed inspection of the village hall several things have come to light. JMG has prepared a list of jobs that need doing immediately - the roof needs to be cleaned and repaired, the branch overhanging the village hall should be removed, the central heating controller and room thermostat are not functioning properly, the tap in kitchen not switching off and blinds have to be put on the windows. KB will deal with these issues.

9. In preparation for the annual budget meeting JMG will be making a list of where expenditure is required and itemising each component so we can present this to the PC at their next meeting.

10. The Terms of Reference for the Village Hall Committee was passed and we agreed to send them to the PC for their approval.

11. Following the departure of Ami Way who was going to replace FH as our treasurer we now have a new treasurer Ina Chantry who we co-opted at the meeting. Many thanks to FH for her excellent work and we all wish her the best for the future.

12. JMG proposed that we get a safety barrier installed outside the village hall so that when people are exiting they do not accidentally go into the road. It was suggested that we get a quote for this KB will investigate.

13. Next meeting – tba

The meeting finished at 9.10 pm.