



**Minutes of Village Hall Management Committee Meeting (held on Zoom)  
Wednesday 19 January 2022 at 7.30pm**

**Present:** Mike Baker (MB) (Chair), Mark Kibble (MK), Bernard Novell (from 7.40pm) (BLN), Linda Palmer (LP), Bryan Urbick (BU)

In minutes, but not at meeting: Roger Wood (RW), Phil Davies (PD), John Calvert former hirer (JC)

Item		Action
1. Apologies	Bill Jackson (BJ), Steve Smith (SS).	
2. Minutes of last meeting	The minutes were approved and passed for publication on the GVH website.	BLN
3. Matters arising	<p>AGM 23rd March 2022 – MB tried to look for date in Feb, but none available. MB will post appropriate notices in GGN and Genie. LP gave apologies for the AGM and agreed to stand as trustee. BN may not be able to attend the AGM, but will advise very near the date.</p> <p>It was agreed that RW would contact Tessa Hall (Community First Oxfordshire) regarding questions about heating. No feedback yet, MK to update (with RW and PD) soon.</p> <p>All other matters arising had been dealt with or are discussed under headings below.</p>	<p>MB</p> <p>RW/PD/MK</p>
4. Chairman's report	<p><b>Covid-19 update</b> – Since 10 December 2021, masks have been mandatory in hall. It appears that restrictions are being withdrawn on 26 January 2022, but will await official notification and documentation. The current thinking is that the GVH will still recommend that people use masks.</p> <p><b>MK asked about use of projector</b> – is it charged? BN explained that people can use it, but must notify in advance.</p> <p><b>U3A storage</b> – U3A asked for permission to store some</p>	<p>MB</p> <p>MB</p>

	<p>items that are regularly used when they rent the hall. The spare cupboard in upstairs storeroom was recommended. It was agreed to offer them use for £25/yr. GVH would install a hasp and U3A to use a combo lock and provide to us the combo. All agreed to allow this and MB will follow up with U3A.</p> <p><b>Users are starting to book/use hall</b> (an art organisation was discussed). Bernard discussed process for key for the PA system that will need to be provided. MB to provide user the key and add to key register.</p> <p><b>Art course/lecture</b> (every Tuesday for several weeks). Notified that they will be leaving flip chart/easel in the Village Hall during the weeks of their hire. No concerns were raised.</p>	MB
5. Treasurer's report	<p>(As SS was not at the meeting, MB spoke briefly) Accounts – previously emailed, but all appears to show we are in a solid financial position. No queries have been raised, so SS will soon submit to the Charity Commission. If any questions, contact SS.</p> <p>The budget was also presented for the upcoming year, and there was wide agreement that it looked good.</p>	SS
6. Environmental project report	<p>MK reported. Progress has been slow because it has been difficult to get companies to do site visits. We are looking for supply, install and maintenance quote for heating (as well as possible air conditioning) as well as to look at ventilation in light of Covid and the potential changes to the building regulations.</p> <p>A company has provided a couple options, but looked a bit 'thin' and there wasn't confidence in their plan/ability. A second company with a more competent individual spoke of a series of options and suggested to consider a heat pump and heat recovery system. Though more quotes are sought, it appears to be works that would cost in the £30-40k range.</p> <p>MK is communicating with Chartered Institute of Building Surveyors to seek potential individuals for a couple days of consultancy to develop specification of needs and also to assist in choosing contractors. Quotes will be sought from some appropriate surveyors.</p> <p>Though slow, it overall looks positive. It is likely we will find some very green solutions: heat pump, green energy, ventilation, etc. All will be progressed with the full team.</p>	MK/PD/RW

	<p>BU requested that whatever approach we work to ensure noise levels will not create problems with neighbour.</p> <p>LP indicated that because there is only one neighbour, it may be simply that a heat pump is move to another location/another side of the building.</p> <p>BU suggested that when plan there is a plan with at least three quotes, we could then seek grant funding. There may also be a separate source for ventilation (Covid support funds.)</p> <p>It was reiterated that we will want to ensure that new system would comply with potential building regulations.</p>	
7. Social media	No report for this meeting, though look forward to the report for the next meeting.	JB
8. Maintenance, repairs & improvements	<p><b>Replacement window</b> to be worked on in coming weeks</p> <p><b>Flickering lights</b> in the Main Hall and Bellême Room have been/are being addressed.</p> <p><b>PAT testing</b> has been organised. It was suggested that because RW would be trained for Parish Council he may be able to do GVH? MK also offered (as he is an electrical engineer).</p> <p><b>Belleme Cockerel</b> - Emails regarding dates to remount repaired clock have been exchanged. Currently looking for a Wednesday that is suitable.</p> <p><b>FTTP upgrade offer from OCC</b> - Emails between BJ &amp; JB and NEOS Networks have been exchanged. Looking for a day to install, but we are still awaiting clarification as to some questions and future cost implications.</p> <p>MK asked if we could look at/improve WiFi signal throughout the Hall. MB agreed to look into the matter.</p> <p><b>JC has now removed stage and 'fill-ins'</b> - Goring Unplugged asked if GVH could provide more 'fill-ins' for their set-up. MB indicated it would probably cost c. £200. MB to look into it and will organise, though if much greater cost, he will come back to the trustees.</p>	<p>MB</p> <p>MB</p> <p>MB/RW/MK</p> <p>MB</p> <p>BJ/JB</p> <p>MB</p> <p>MB</p>
10. Any other business	<p><b>Notice boards</b> have filled up and BN continue to police them (remove out of date, tatty, irrelevant, etc) and will plan to continue even when not a trustee.</p> <p><b>Info in the hiring agreement</b> for use of audio visual</p>	BN

	<p>equipment has been updated by BN and is on the website.</p> <p><b>BN will be standing down as trustee</b> at AGM, but reassured that he is 'always at the end of the phone'. MB formally thanked BN again for all his work for the GVH and all indicated agreement and added their thanks.</p> <p><b>A party scheduled for 19 February 2022</b> has requested to have a hog roast in the garden. It was suggested that they need to be warned about staining (from previous experience).</p> <p><b>AGM may be face-to-face and/or Zoom.</b> This will be clarified nearer to the date.</p>	<p>MB</p> <p>MB</p>
11. Dates of future meetings	16 March 22, 23 March 22 (AGM), 18 May 22, 20 July 22, 21 Sept 22, 16 Nov 22.	All
12. Meeting closed	8.27pm	