Minutes of Village Hall Management Committee Meeting
Wednesday 15 July 2026 at 7.00pm

Present: Mike Baker (MB) (Chair), Jack Calder (JC), Phil Davies (PD), Mark Kibble (MK), Linda Palmer (LP), Roger Wood (RW)
(In minutes Paul Carter (PC), Bill Norman (BN), Colin Silvester (CS))

Item		Action
1. Apologies	Bill Jackson (BJ), Neil Lecky Thompson (NLT)	
2. Minutes of last meeting	The minutes were approved and passed for publication on the GVH website.	
3. Matters arising	The new lighting cupboard lock had not yet been fitted. RW had purchased a replacement element for the water heater but it would not be fitted until needed. RW had not investigated improving the Bellême Room acoustics because Goring Parish Council (who had raised the issue) were no longer meeting in the Village Hall. RW had not yet arranged the repair of the defective socket and heating switch in the Garden Room. MB had not yet a received a date from CS for providing the required Electrical Installation Condition Report. LP had arranged cover for PC during the Festival. MB has yet to approach Wallingford Glass to investigate why two of the upper windows were not opening. LP had purchased a new bench for the Garden Room, but it might be possible to get the broken one repaired. MK would see if he had suitable wood to replace the broken slats. MB had emailed Kevin Sanders of GPC about getting a brown bin but had not received a reply. He would write to the GPC Chairman.	MK RW MB MB LP/MK MB
4. Chairman's report	The Festival had gone well, with no problems. (MK mentioned that the Hall had also been left in good condition after the George Michael event.)	

	PC had noticed that the teak furniture hirers had scratched the floor again. BN had warned them of a possible charge if it happened again. When the gas heaters were removed would be a good time to get the floor re-polished. The Arts Society had reported radio interference when using the Hall microphone. This was apparently because the Church used the same frequency. Tom Rothwell had prepared instructions on what to do if this happened again, and LP reported there had been no problems at the Society's most recent meeting. Top of the range microphones would avoid this problem but were expensive. MK said they provided a big improvement in quality and might be an improvement worth considering when funds were available.	
5. Treasurer's report	NLT had advised MB that bookings were still going well for this year - £29.5k to date, £7.5k ahead of budget. Discounting this by 12% to give a year-on-year comparison gives £26.3k so far versus £21k for 2025. Expenses remain on track, but despite receiving a refund from SSE for overpayment as we closed out our contract, we have a possible £2.5 -3k energy overspend compared with budget, perhaps because we were not invoiced enough at the end of last year. But we can cover these costs. In June we spent £12.5k of our £67.7k budget for the heating project. MB was grateful to Richard Palmer for all the work he had done in successfully obtaining a grant for the heating project from FCC Communities Foundation. This would require two claims to be made, and it was important to keep them informed of any changes. The result of the grant should be that following completion of the project, the Hall would have the £35k the Committee considered appropriate to hold as a capital reserve, plus a bit more on top. PD had kindly agreed to look after publicity for the project. He had prepared articles for GGN, the Henley Standard and Genie. A publicity event would be organised when appropriate. FCC were keen to have their contribution acknowledged, and MB would arrange for a plaque to be put up in due course.	MB
6. Environmental project report	MK reported that the cabling for the new electrical supply had gone smoothly and was now complete. The next job	

	was the meter. He had sent an order to Scottish Power, which should be processed within the next few days, but fitting the meter would take up to a month. PC would build a concrete plinth. MK had confirmed with ORAC's Sales Director that the March prices were still valid. MK would purchase and complete appropriate JCT contract forms. Installation was pencilled in for September, subject to the power supply being completed. It was not yet clear how much disruption there would be to Hall users, but MK would advise them in due course. MB thanked MK for his efforts and asked him to let MB and NLT see the Scottish Power contract in order to ensure it was coordinated as far as possible with the existing contract. He also proposed that MB and RW should review the JCT contract before it was presented to ORAC. MB wondered what heat control system would be put in, and whether different options were available. It was important to be able to operate it remotely. MK would find out.	MK MK/MB/NLT MK/MB/RW MK
7. Maintenance, repairs & improvements	LP would establish what PC's plans were for the half dozen chairs held in the loft – should they be repaired or discarded? PC had removed the side gate for repair/repainting. LP said there was a lot of Festival equipment in the loft, which needed to be removed or stored elsewhere. RW said that the fire door to the right of the stage was not closing properly and the fire exit sign needed fixing. He would follow up PC's progress with those matters.	LP/PC LP RW
8. Any other business	LP said that the idea of an awning for the garden had been discussed in the past, but not pursued because there wasn't much demand, but there might be more demand now because of all the hot weather. MB was happy for LP to investigate, and mentioned a firm called Artistic Blinds and Awnings he had had dealings with. MB said that a hirer for an event later in the month had asked if the Hall could provide 4 mikes on stands, but he had told them they would have to provide any such equipment themselves. RW said he was moving home to Torbay, probably by October, and would therefore have to give up his position as VH Trustee.	LP
9. Dates of future meetings	16.9.26, 18.11.26	All