Minutes of Village Hall Management Committee Meeting
Wednesday 16 September 2026 at 7.00pm

Present: Mike Baker (MB) (Chair), Jack Calder (JC), Bill Jackson (BJ), Linda Palmer (LP), Roger Wood (RW)
(In minutes Paul Carter (PC), Bill Norman (BN), Colin Silvester (CS))

Item		Action
1. Apologies	Phil Davies (PD), Mark Kibble (MK), Neil Lecky Thompson (NLT)	
2. Minutes of last meeting	The minutes were approved and passed for publication on the GVH website.	
3. Matters arising	MB did not know if MK had yet fitted the new lighting cupboard lock. CS had been asked to repair the defective socket and heating switch in the Garden Room – RW to follow up. MB had not yet a received a date from CS for providing the Electrical Installation Condition Report. MB has yet to approach Wallingford Glass to investigate why two of the upper windows were not opening. LP had arranged for Roger Pratley to repair the old garden bench but still waited to hear whether MK had suitable wood for the repair. MB had contacted GPC about getting a second brown bin licence but had not received a reply. RW would follow up with the Chairman. MB would arrange in due course for a plaque to be put acknowledging FCC's contribution to the heating project. LP had not yet dealt with the broken chairs and the Festival equipment. LP had started looking into the question of an awning for the garden and wondered whether an automatic system should be considered. For various reasons MB thought it would be better to fit a manual awning. The fire exit door had been fixed.	MK RW/CS MB/CS MB LP/MK RW MB LP LP

4. Chairman's report	Since the last meeting, MB had mainly been busy with heating project issues, discussed further below. The Charity Commission had sent him a warning about attempted scams against charity trustees. Fraudsters could find trustees' contact details from various sources, and in the Hall's case could find details of its affairs and finances from the website. Committee members should therefore be vigilant, and report any dubious approaches to MB, who would consider whether to inform the police. MB was sorry to note that this was RW's last Goring VH committee meeting. He thanked RW for all his helpful contributions to the committee's work. RW confirmed that he would move from Goring on 15 October. Before then he would return his Hall key and email MB to formally confirm his resignation as Trustee. MB would redouble his efforts to find new committee members	RW MB
5. Treasurer's report	MB reported on the update he had received from NLT. August had been a slow month for bookings but there had been £7k bookings in September. This meant we had already met our target bookings of £44k for the year some three months ahead of schedule. Refunds for bookings cancelled by the heating project would be necessary, but the target should still be met. Business as usual expenses continued to be on budget. Heating project expenses had started again. MB would keep NLT informed of the likely timing of further expenses on the project.	
6. Environmental project report	The cabling for the new electrical supply was now complete, as reported at the previous meeting, but the meter, which Scottish Power had been expected to fit within a month, had not yet been fitted. It was hoped they would do this very soon. The supply contract had still to be negotiated but had to wait until the meter was fitted. CS would carry out the work to connect the meter to the distribution centre in the ladies' toilet and the connections from there to the various heat pumps. His estimate for this was £5900, more than the £4000 budgeted because the work was more complex than expected. This estimate was for connecting 3 heat pumps rather than the 4 in the project specification. The 4th heat pump was to provide heating for the stage area. CS said that it would upset the balance of the power supply. In addition, the proposed location of this pump would hinder access to the Hall bins. The stage area currently had no heating, and stand alone electric heaters could be used when necessary. It was therefore decided to	MB/MK

	ask ORAC not to fit this heat pump, and they had provided a reduced quote to reflect this. MB had advised FCC that the grant claim should be reduced accordingly, but FCC seemed inclined to leave it unchanged. MK had obtained and completed the appropriate JCT contract form, which ORAC had been happy to sign. They now thought the installation would take 3 weeks, not 2. The best window of opportunity was the 3 weeks beginning 30 October. Unfortunately, around 15 day time bookings in that period would have to be moved to a different room or cancelled. MB had discussed and agreed with PC exactly where and at what level concrete slabs should be laid. The work on this would start next week and should take 2 or 3 days. It had been confirmed that a remote heating control system would be provided that would fit in with the Hall's wi-fi. The new heating system should be commissioned by November. RW mentioned that the Hall's gas heaters would normally be serviced around now. MB asked him to leave this for the present but give him the service firm's contact details.	MB/MK RW
7. Maintenance, repairs & improvements	PC had started work on the external painting. Further tidying up of the garden was needed. MB said that when the Hall's financial position was clearer consideration could be given to paying for a gardener. The fire extinguishers were due their annual check. RW would chase this up and pass the relevant details to MB.	LP RW
8. Any other business	BJ had received a quote to renew the Hall's insurance for an annual premium of £1996, an increase of £205 on the £1791 for the last 3 years. This was agreed to be reasonable and BJ would ask NLT to make the payment. The insurers had stressed that Hall users must be responsible for their own insurance. MB said this was made clear by the Hall's hire agreement, but he would consider whether it should be emphasised further, for example by an email to users or an addition to the Hall's invoice form. LP mentioned that PC would be away for the coming weekend, but she would keep an eye on things.	BJ MB
9. Dates of future meetings	18.11.26	All