

FRITWELL VILLAGE HALL COMMITTEE

Minutes of the Online Meeting Held on 9th June 2021 following the AGM

Present: Cass Miller-Jones (CMJ), Colin Smith (CS), Gail Barnhill (GB), Glynis Lowdon (GL), Christine Denton (CD), Vivienne Harding (VH), Becky Bignell (BB), Libby Furness (LF), Daniel Kimber (DK) and Helen Metcalfe (HM)

1. Apologies: None

2. Declarations of Interest

GB and the Community Fridge. This is an ongoing interest and will not be declared at each meeting.

3. Minutes of Meetings held on 12th May and 26th May 2021

Minutes of 12th May were agreed as a true record.

With the alteration of the date to 26th May, the Minutes of that date were approved as a true record.

4. Matters Arising from the Minutes

- Community Fridge: A new site has been found for the fridge as an interim measure. CMJ will be contacting KM to help with the planning application.
- Roof Repairs: DK will undertake these as soon as he can and before further rain.
- Findings of Insurance Review: CMJ has studied the policy and has found nothing to give alarm. There is mention of keeping the building in good repair and maintenance within reasonable bounds but she felt that proposed roof repairs were within the bounds of the insurance. GB had informed the insurers of the planned legal changes. CD expressed concerns that the existing state of the roof might mean we were not insured. Following discussion it was agreed that the situation is the same as when the policy was renewed, the repair will be temporary and we will be covered by our policy.
- Table Tennis Table: Scouts do not want it. BB will investigate if the new club at Adderbury would be interested. HM will mention it in the Three Parishes. The scouts do want the marquee.

5. Decisions taken Since Last Meeting

The following decisions had been made:

- Approval of Three Parishes Report
- Approval of disposal of wood chippings
- Decisions taken at the Emergency Meeting on 26th May

6. Conducting Business by Email

As a new member, LF felt that there were too many emails about small matters which

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could be sorted out by having a single point of contact, who could make a decision on behalf of the Committee. Meetings are the place for decisions should be made. Discussion followed about the necessity for a balance between all members being kept informed and a surfeit of communication, it having got worse during the pandemic and recently relating to the Community Fridge. GB suggested that this was because of the use of the 'Reply All' function. HM pointed out that the Secretary has been the single point of contact in recent months. **Agreed: to continue using the Secretary as a point of contact, replies to be made to her only, to forward as necessary. CMJ will be the contact for Community Fridge and she will take any necessary decisions on behalf of the Committee. Major issues will be discussed at meetings.**

7. Delegation of Authority

In the absence of the Chair, the Secretary will forward documents to the Committee without prior approval of the Chair. She will inform members that this is the case.

8. Financial Report

- GB presented the attached accounts to 31st May. Presently we are running at a loss but CD has applied for a £4,000 Restart Grant. We qualify for a grant but are awaiting a decision. There is a real need for the main earning events to restart and generate income.
- Ria Bentley remains as a signatory until the others are accepted by the bank.
- Izettle account is up and running and will be used at the outdoor Thirsty Thursday.

9. Buildings and Maintenance

- Paving for Shed: not started yet
- Electricity to shed: DK to contact Keith Nash and ask if he can start on our shed as soon as possible.
- Painting of Hall: **Agreed this isn't needed at the moment.** CD to contact Bernie Girling.

10. Website

All up to date and emails sent.

11. Incorporation: Next Steps

All members had read the email from TH with next steps. HM reported that a password and registration certificate has been received for the new CIO. GB has re-checked with the bank and all they will need is the registration certificate.

The following matters were Agreed:

- **The date of the meeting for residents will be 13th July at 7.30pm**
- **HM to ask TH to send the resolutions**
- **The date for transfer of assets will be at the end of this financial year, 1st January 2020**

12. Future Events

- Thirsty Thursday: all in place, helpers to arrive for briefing at 6.30pm
- Cushion Club: originally intended for 25th June, but will now take place on 22nd July. HM will inform members
- Flower Show: Schedules completed, 4 judges booked, Church is doing bottle stall

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and sweets board, VH doing teas and tombola, FMNC yet to decide if they will have a stall, 3Parishes CIC to have an information stall, Front Row Festival to sell tickets, Playing Field Committee a gin board and barbecue. CD will run the bar for the Hall funds. VH to inform HM/GL how many prize cards are needed, cups to be returned to VH. Volunteers will be needed for putting up tables the night before and for the day. **Agreed: all details will be finalized at the next meeting.**

- Bingo: the present organisers do not wish to continue. HM will ask for volunteers in the 3 Parishes and meet with Sue G to determine exactly what is involved.

13. Future of the Village Hall

A timeline had been circulated for events towards a decision being made. It has hoped to be completed by September and the only risk involved is in getting hold of experts. Two Engagement Meetings are planned for 22nd and 26th June, with helpers on hand to provide tea and cake if necessary, and posters will go up this week. GD and MR have been contacted about surveyors that have been approached.

Fundraising needs to start now as it will take some time to raise sufficient funds for any improvements. **Agreed: that a fundraising subcommittee be formed comprising CMJ, GL, LF, VH, CD, BB and HM.** It will investigate grants and other fundraising opportunities. CS will send information to CMJ.

GB will lead the building part of the project by engaging with surveyors but if costs are involved, won't take it forward.

CD will organize visits to other Halls.

14. Any Other Business

- Cleaner: the company we wanted to employ cannot fulfil the contract as he has insufficient staff. GL will ask her daughter for further information, BB will contact a company, CD will contact Veronica. If necessary we will set up a rota in the short term. Cleaning after Thirsty Thursday will be discussed at the event.
- Meetings will take place on a regular basis on the first Tuesday in every month.
- CD had found the Zoom meeting of Community First useful and will be attending the next one.

15. Date of Next Meeting

Tuesday, 6th July at 8.00pm