

FRITWELL VILLAGE HALL COMMITTEE

Minutes of the Meeting Held on 6th July 2021 in the Village Hall

Present: Cass Miller-Jones (CMJ), Colin Smith (CS), Glynis Lowdon (GL), Christine Denton (CD), Vivienne Harding (VH), Libby Furness (LF), and Helen Metcalfe (HM)

1. **Apologies:** Gail Barnhill (GB), Becky Bignell (BB) and Daniel Kimber (DK)
2. **Declarations of Interest**
None
3. **Minutes of Meetings held on 9th June 2021.**
Agreed as a true record.
4. **Matters Arising from the Minutes**
 - Community Fridge: CMJ had obtained all the necessary pre planning information, but Kerry is now investigating siting the shed on the Playing Field where there is an existing concrete base and electricity. The Fridge will still be run from the Village Hall. Everything has been removed from the shed.
 - Table Tennis Table and Marque: GL has found a home for the table and the Scouts have taken the marquee.
5. **Decisions taken Since Last Meeting**
 - Approval of Three Parishes Report
6. **Financial Report**
 - GB had forwarded the annotated up to date accounts. There were no questions.
 - CMJ reported that a Savings Account has now been opened. Discussion is needed at the next meeting on how much to transfer to it for a future new build and how much to leave in the current account for running expenses.
7. **Building and Maintenance**
 - Roof Repairs: CMJ to check with DK if the repairs have been carried out. There is some urgency about this in view of recent rainfalls.
8. **Website Report**

CS reported that all notices are up to date and that an email will be going out in July with up-to-date information about upcoming events. He asked that members look at website at least once a month.
9. **Incorporation**

Arrangement for the Meeting for Residents were **agreed as follows:**

 - HM to ask RJ if he is available on Monday 12th July at 2pm to run through the arrangements for Zoom meeting at the Village Hall. HM will run the zoom session as in previous online meetings.

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- HM to organize test and trace and record of attendees in the Hall and online.
- CMJ will Chair the meeting, giving a brief introduction and background to the decision to convert to a CIO followed by any questions from the floor/online.
- Resolution to be displayed on screen and vote taken and recorded. (Passed by a majority of those attending and voting. There is no quorum)
- Following the public meeting the Committee will pass the resolution of the trustees.
- HM will then send these off to TH.

10. Future Events

Flower Show: VH, GL and HM had met to go through what is needed. Decisions were made as follows:

- Electronic copy of schedule to be sent to CS for website.
- For the show itself, VH to get tablecloths, prize money, volunteers to go round with the judges. Committee **agreed to donate four bottles of wine for the judges.**
- Tables to be put in place on Friday evening; VH, HM, CD, LF
- Refreshments to be run by HM with volunteers. **Committee agreed to provide and ask for home made cakes to be brought to the Hall on the morning of the show**
- CD to organise Pimms stall and bar. She will get her own helpers and provide her own float. GB to be informed of bar.
- GL to organize tombola. Goods to be collected from residents, drum from RD.
- Raffle: **The Committee agreed that first prize of £50 be taken from funds (inform GB) and that each would provide a prize.** HM will collect prizes and try to get volunteers to sell tickets on the day.
- CD to ask Musical Minis if they will run a number board for children.
- Flier to go to residents on 26th July asking for items for various stalls to be collected on 2nd and 3rd of August.
- CD to ask AB to update poster. She will laminate and display two weeks before and send copy to CS for website.
- Marquees to be erected by volunteers on the Friday before the event.

Bingo: A gambling licence is not needed. A potential organizer is having second thoughts. Meanwhile CD suggested obtaining prizes online and having them delivered to the Hall, money prizes were suggested, or half money and half prizes. **Agreed: that more time should be given for responses from the Three Parishes.**

11. Future of the Village Hall

- **Sub Committee Report:** weekly meetings have been held to organize and run the engagement meetings which were supervised by several committee members. There were 35 attendees over the two days. One more engagement will be tried by putting the questions online via the website and Facebook and hard copies being place in Wrightons. CS and LF will be analysing the results and identifying trends. . GB has started to contact possible suppliers to look at design/ costs ideas following completion of the analysis. CD is organizing visits to other Halls; Kirtlington, Bletchington, Westbury, Kings Sutton and Upper Heyford. At the meeting on 19th July, members will begin to put together the design brief using all the ideas and views gathered. S Baker found and provided the 'how to build' instructions for the wooden frame. CMJ took scans and will arrange for photocopies.
- **Fundraising Committee:** the present focus is on raising smaller amounts of money by

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holding fundraising events, encouraging other users of the Hall and raising its profile. Grant funding for a new build will be undertaken when more is known about the design brief. It is hoped that regular events can be kick-started and then run by participants and suggestions included craft sessions, IT sessions.

A potential Dog Show had to be discounted because the insurance would not cover it, but Junior Cushion Club will run from October to February. A new Friday Night Social Evening will be trialled on 27th August, running from 5pm- 8pm to include children and 8pm 10pm for adults only. There is already one volunteer to run the bar.

A regular Coffee Morning will start from 1st September, running from 10.30 – 12noon. HM to liaise with the school on involvement of children.

Looking to the future, the members discussed sharing the running of bigger events such as a race night and ceilidh with the Playing Field Committee and CD will investigate Amazon Smile

12. Any Other Business

- CMJ expressed concern about the number of posters going up soon and suggested a more calendar-like poster to cover all future events. CS said that this is already done on the website and by mailchimp. CMJ will have a look and see what she can come up with regarding a hard copy.
- CMJ raised the question of returning to pre-pandemic normality after the 19th July. **Agreed: that precautions would stay in place in the meantime, and it would be an agenda item for the next meeting.** Following that, the elements of continued good practice should be documented for future use.
- Discussion on provision of Wifi was followed by a decision to get on with providing it to the Hall. CD will follow up her previous work.

13. Date of Next Meetings

Tuesday 10th August at 8pm in the Village Hall

Tuesday, 7th September at *pm in the Village Hall