

FRITWELL VILLAGE HALL CIO

Minutes of Meeting of Trustees held Following the AGM on 21st June 2022 in the Village Hall

Present: Cass Miller Jones (CMJ), Gail Barnhill (GB), Glynis Lowdon (GL), Vivienne Harding (VH), Christine Denton (CD) and Helen Metcalfe (HM).

1. **Apologies:** Colin Smith and Daniel Kimber
2. **Minutes of Meeting held on 24th May 2022:** the minutes were approved and signed as a true record.
3. **Matters Arising from the Minutes**
 - **Health and Safety Check:** has been completed by DK and the form will be sent to HM for the records.
 - **Fees for Hire of Hall:** regular users have been informed and notices have been placed on the notice board and in the lobby.
 - **Vacancies for Trustees:** there are two residents who are interested in becoming a trustee but they did not attend the AGM. **CMJ will follow it up.**
4. **Decisions Taken Since Last Meeting:** None
5. **Financial Report**
 - **Balances to Date:** GB reported on a deficit for the month of £637.85, but payments had been made for repairs to the floor and the Hall had been closed while this was being done. Most of the big bills have been paid, i.e., electricity, gardening, cleaning. Thirsty Thursday takings have started to rise and £703 was taken in the bar at the Jubilee Picnic. Licences include Cushion Club and PRSPPL and the TV licence is paid by direct debit. The Jubilee Grant had been sent to the wrong account so is yet to appear in the CIO accounts.
 - **Tax on Fundraising:** GB has done research, read papers and asked for advice from Community First but has not received a definitive response to her enquiries, so it was **Agreed that the matter be deferred for the time being.**
6. **Buildings and Maintenance**
 - **Damage to the Floor:** this was likely to have been caused by a chair at the Talk, because several chairs have lost their rubber feet. **Agreed: that the chairs be sorted and only those with rubber feet be used inside the Hall. GL and HM to carry out the next day. GL to contact the foorer to ascertain if the flooring is under warranty so it could be repaired.**
 - **Cleaning the Hall:** GB has received another quote of £60 per week to do the work required. Previous quotes were £150 and £63. Discussion followed, after which it was **Agreed that GB ask that the new company clean for 2 hours on a Friday every week. GB to inform Veronica with one month's notice.** Trustees will continue to check on a Monday, when possible, particularly for a booking on 24th July. CD will ask Sue Merry to inform her of the state of the Hall on a Sunday evening and inform hirers that it is imperative that the Hall be left clean.
7. **New Hall Progress**

A further meeting had been held on 9th June to discuss the latest plans from the architect. It had been **Agreed that a preplanning application be made in the name of the Parish Council**

for Plan B (floorplan and phase 2), Internal Plan C and a further 2 plans setting the Hall 4 and 6 metres further back. This has been done.

Following a discussion on funding at that meeting, GB has compiled a list of potential grant funders. **Agreed that his will be circulated to all trustees with an allocation of funders for each trustee to make initial inquiries about eligibility, amount on offer etc. CMJ will investigate OCVA.**

CD reported that a volunteer is willing to investigate the number of houses in each Council Tax Band with a view to approaching the Parish Council about raising the precept to benefit funding for the new hall. **HM to inform the Parish Council of this action as a matter of courtesy.**

8. Past and Future Events

- **Platinum Jubilee Picnic:** HM reported that this had been a success and thanked everyone who had helped on the day. Unused craft items have been stored in the cupboard and can be used at the Flower Show. The grant of £500 from CDC had not been completely spent. There are two further printing receipts to claim for and it was **Agreed that the rest be used for a donation to Frets and Strings Band.**
- **Talks by Residents:** the latest was less well supported but successful never-the less. A further talk is planned for 2nd December on the Routemaster Buses. The same volunteers will be asked to help with the organisation. A further two talks are planned for the new year on Fritwell and Canals and/or Boating.
- **Table Tennis:** has returned for regular sessions and are pleased with the new flooring.
- **Thirsty Thursday:** has seen an increase in attendees under the new format and bar takings have reflected this.
- **Flower Show:** advance publicity has been done, 4 judges have been booked, HM has updated the schedule and it is being printed. Discussion followed about the best way to collect items for stalls without having to knock on doors and about the organisation of the “and More” part of the event. **Agreed: that HM would organise stalls etc, supported by GB.**
- **Thanks to Volunteers:** an event will be arranged for early September. CMJ will get a list of Friends of the Village Hall from CS as a start to an invitation list

9. Any Other Business

- **Louvre Window:** will not open. CD will ask Bob McGarry to look at it again.
- **Front Row Festival:** trustees will not be running a stall at the event.
- **Water Meter:** Alistair Lowdon to be asked to read the meter.

10. Next Meeting: Tuesday, 2nd August at 8.00pm in the Village Hall