



WIXFORD VILLAGE HALL

MINUTES OF MEETING ON WEDNESDAY 23 APRIL 2025

Present: Andrew Reekes, Angela Ballard, John Ballard, Marcus Bennett,
Jo Broadrick, James Coulter, Nick Dodds, Jain Drinkwater, Agata Majzel,
Sue Vincent, Martyn Wilkinson

Apologies: Claire Coulter

	<u>ACTION</u>
<u>Minutes of Last Meeting</u> – Agreed	
<u>Matters Arising</u> AV Equipment Guide <ul style="list-style-type: none">AM to speak to MB regarding this Acoustics Update <ul style="list-style-type: none">MW showed everyone the samples. He will now go ahead and place the order Building Completion Certificates/Asbestos Removal <ul style="list-style-type: none">JB to check that we have all these Erection of Outside Noticeboard/Groundworks <ul style="list-style-type: none">JB has now arranged for a local builder to do the groundworks on Friday. The noticeboard is now in place Back Corridor Lighting/Screening <ul style="list-style-type: none">JB to contact the electrician regarding an override switch for the back hallwayAt the same time, he will discuss the problem with the disabled toilet alarm unitScreening between the main hall and the corridor to be discussed at the next meeting	AM/MB MW JB Done JB JB B/F May Mtg
<u>Treasurer's Report and Accounts</u> Bank Balances: <ul style="list-style-type: none">JB provided a presentation showing the period from handover in June 2024 to April 2025It was originally budgeted that we would make a loss in the first year, but we are in profitAs previously mentioned, we have been given a zero classification for rates which has helped considerablyAR thanked JB for all the work he does on the Accounts	
<u>Fire Alarm</u> <ul style="list-style-type: none">The fire alarm recently went off while the cleaner was dusting near a smoke detectorJB has spoken to the contractor about thisThe key broke off in the lock while JB was trying to turn it off and the key unit may need to be replaced. Additional keys have been purchasedMB suggested that this could be turned off remotely, but this is not an option	JB
<u>UK SPF Report</u> <ul style="list-style-type: none">The final report has been made to UK SPF <u>Postcode Lottery Report/Year 2 Award</u> <ul style="list-style-type: none">Reporting has been completed on the Year 1 spend	

<ul style="list-style-type: none"> The documentation has been completed to enable us to receive the Year 2 Award at the end of May <p>High Sheriff's Award</p> <ul style="list-style-type: none"> Following Sue Saunders' visit to assess our eligibility for the King's Award, we received an email advising us that we should defer this application until we have more evidence of our current operation Sue was so impressed with our work that she recommended us for a High Sheriff's Award. AR attended the ceremony along with 31 other recipients to receive the Award. This will be displayed in the lobby 	Committee
<p><u>Premises Licence</u></p> <ul style="list-style-type: none"> This has now been received, and the relevant information has been placed on the main noticeboard As the whole committee are responsible for this, we need to have a training session to ensure that we are fully compliant This will take place at the beginning of the next meeting, which will start at 7 p.m. AB will circulate the policy prior to the meeting and prepare some discussion notes <p><u>Meeting with The Fish</u></p> <ul style="list-style-type: none"> This will be put on the May agenda Pre-theatre dinners could be an option for discussion <p><u>Meeting with Holt Village Hall</u></p> <ul style="list-style-type: none"> Representatives from Holt Village Hall will be visiting us on Saturday, 26 April to discuss our build project (Ned from MCBC suggested this as he is involved with their project) If any committee members are available, they are welcome to join the meeting and provide support 	Committee AB May Agenda Committee
<p><u>Polling Station Requirements – 1 May</u></p> <ul style="list-style-type: none"> JB to contact SDC to check on their exact requirements AB and JBr offered to provide parking for the polling staff to free up the village hall parking spaces AR will put out cones AR to speak to JF advising him that there may be brief periods during the day when cars might need to park at the bottom of Church Fields and obtain CF's agreement to this <p><u>Temporary Road Closure – 7 May (duration: up to 3 days)</u></p> <ul style="list-style-type: none"> Letters have been sent out by Severn Trent advising residents near the village hall of a temporary road closure JB/AB to investigate this so that we can inform our hirers <p><u>VE Day – 8 May</u></p> <ul style="list-style-type: none"> It was agreed that we would move to coffee morning from 15 May to 8 May to enable us to celebrate VE Day The Royal bunting will be put out – volunteers needed Jo will provide additional bunting AR will ask JF to hoist the flag 	JB AB/JBr AR AR JB/AB/SV Committee Volunteers Done Done

<p><u>Future Parties – Parking/Marshalling/Holidays</u></p> <ul style="list-style-type: none"> • A discussion took place on parking at the last party and how future parking can be controlled • We will need to ensure that we have a committee member available to oversee parking at future parties • SV will advise AR when these are taking place so that he can arrange for cones to be put out/put away and for a committee member to be in attendance • It was agreed that we need to get a temporary overflow parking sign made for party days directing cars to the 2 pubs • AM to send a link to committee members so that they can log their holidays on the Google drive so that we can see the committee's availability 	<p>SV/AR</p> <p>Committee</p> <p>AM</p>
<p><u>Bookings/Event Updates</u></p> <p>Updates Since the Last Meeting</p> <ul style="list-style-type: none"> • New enquiry for art classes on Tuesday mornings. Tuesday mornings are already booked. May be interested in Tuesday afternoons from September but parking could be a problem • Pilates session cancelled from end April – since the meeting this hirer has also cancelled Cardio Core, due to work commitments • New classes started for Gentle Flow Yoga and Posture Pilates • Enquiry for 30 minutes dance class practice – not taken up as minimum hire period is 1 hour • Christening booked on 4 May • 3 party enquiries received – 1 booked then cancelled, 2 booked on 6 June and 21 September • Private table tennis session booked <p>Book Club</p> <ul style="list-style-type: none"> • This is still going well <p>Coffee Mornings/Computer Clinics</p> <ul style="list-style-type: none"> • The coffee mornings are being well attended and provide a welcoming space for people to come in for coffee, discuss any IT problems and meet for a chat <p>Autism Talk</p> <ul style="list-style-type: none"> • 26 people attended this very interesting talk • Several attendees had family members/friends who could be categorised under the Autism umbrella, and Barrie invited audience participation at the end of the talk which was helpful to them • Thanks go to JC for arranging for Barrie to do the talk <p>National Theatre Live - Contract</p> <ul style="list-style-type: none"> • AR has now signed the contract • National Theatre have asked for feedback following the performances. We need to devise a feedback form 	<p>SV/AR</p> <p>AM</p>
<p><u>Future Events</u></p> <p>Dates for Showing of Dr Strangelove and future films</p> <ul style="list-style-type: none"> • Dr Strangelove - Wednesday 30 April – 26 entries to date • Need to readvertise this and spread the word • Future Dates – AM & SV have scheduled some provisional dates in the booking calendar <p>Wine Tasting – 7 May (New Date)</p> <ul style="list-style-type: none"> • Magnus has now confirmed this date, and a poster has been prepared and distributed • Further publicity is required to increase participant numbers • Magnus has agreed to bring suitable glasses 	<p>Committee</p> <p>Committee</p> <p>AR to check</p>

<ul style="list-style-type: none"> We have agreed to provide water and cheese biscuits We need to confirm exact numbers to Magnus and check on the room lay out 	AB/SV AR
Quizzes <ul style="list-style-type: none"> Gary and Beckie have agreed to do a quiz on 30 May AB to speak to The Fish to see if they can do fish and chips It was agreed that we will sell alcohol at this event We will need to check on alcohol supplies and sell by dates Note: Since the meeting it has been decided to change the date as The Fish are unable to provide fish and chips that evening due to the Air Show. This could also affect entry numbers. A new date is being discussed AB/JB will do another quiz in September JBr will do one later in the year 	AB
Stratford Festival Singers – 21 June (ND) <ul style="list-style-type: none"> ND has now met with the Musical Director at the hall The hall will not be large enough to house the musicians for Gershwin concert and members of the public They are currently working on an English Classics concert which would be more suited to the hall. It was agreed that we would go ahead with this option We will need to prepare a poster for this There may be an opportunity for a Piano Recital later in the year 	Committee AB/JB JBr
Andrew's next talk – "Hereabouts" – 4 June <ul style="list-style-type: none"> This will be a follow on from Andrew's previous talks AR has now sent info to SV so that a poster can be prepared shortly 	ND ND ND
A Streetcar Named Desire – 5 July <ul style="list-style-type: none"> We should be receiving posters shortly 	SV/AM
Martial Arts/Self Protection Talk – 16 July <ul style="list-style-type: none"> JCo to let AM have info on this for the poster 	AM
Art Epiphanies – November (AR) <ul style="list-style-type: none"> A talk by AR on 7 paintings that have a "wow" factor Date to be agreed 	JCo/AM
Florence – December Date <ul style="list-style-type: none"> JC will speak to Florence to ascertain a convenient date for her concert in December 	AR
Swing From Paris – 11 October <ul style="list-style-type: none"> This is confirmed Need to contact them re poster info in due course 	JC
Other Event Ideas (for future discussion) <ul style="list-style-type: none"> Craft Fair – November – Jo investigating Possible talk on the Throckmorton family – AR to speak to Magnus Talk by the Stonemason Sonia is working on a couple of ideas for the future, i.e. French Evening, Wine Tasting JC – Plant Workshop Ascot Ladies Day 2026 Talk on "How to Create Better Presentations" Possibility of Hosting BBC 4 Radio Programme – Gardeners' Question Time 	SV
Any Other Business <ul style="list-style-type: none"> Next Newsletter – last one done in November – discuss at May meeting 	JBr AR JB SK
Date and Time of Next Meeting <ul style="list-style-type: none"> Wednesday 21 May at 1900 hours 	JC JBr JCo ND
	Committee
	Committee