



WIXFORD VILLAGE HALL

MINUTES OF MEETING ON WEDNESDAY 21 JANUARY 2026

Present: Andrew Reekes, Angela Ballard, John Ballard, Jo Broadrick, John Cain, Claire Coulter, James Coulter, Nick Dodds, Jain Drinkwater, Agata Majzel, Sue Vincent

Apologies: Marcus Bennett, Jain Drinkwater, Martyn Wilkinson

	<u>ACTION</u>
Minutes of Last Meeting – Agreed	
Matters Arising	
Power Outage Instructions	
• MB was unable to attend. Discuss in February	B/F Feb Mtg
Screening between Main Hall and Corridor	
• No further ideas. There is no urgent need for this. Discuss again in April	B/F April
Solar Panels	
• JB has now met with the installer's technical person regarding the installation of the automatic changeover switch. This will be situated in the attic. The quotation already includes this item	
• The panels are scheduled to be fitted week commencing 2 February. Work will commence on the outside of the building on 2 & 3 February and inside access is required on 4, 5 and 6 February. The scaffolding will be erected on Wednesday 28 January	
• SV will rearrange the cleaning for week commencing 2 February	SV
Defibrillator	
• The electrician is doing the wiring on 22 January	
• The builder will shortly increase the height of the electricity box to house the defibrillator	
• The Parish Council have agreed to pay for the installation, and they should be invoiced directly	
War Memorial Plaque	
• The plaque consists of a framed document and a brass plaque	
• AR suggested that this is fitted to the right of supporters' board in the main hall – JB agreed to do this	JB
The Tree	
• Discuss with MW in February	B/F Feb Mtg
Treasurer's Report and Accounts	
• JB presented figures at the year end, which included charts on the actual income split to date, showing that the village hall has made a profit in the first full year of operation	
New Trustees/Charity Commission/Resolution	
• Committee members have now provided their personal information which has been logged on-line with the Charity Commission	
• They have now received confirmation that they are now Trustees of WVH	
• A Resolution has now been signed confirming this change to the Constitution and SV will forward this to the Charity Commission	SV

Possible New Committee Member	<ul style="list-style-type: none"> AB and AM have had further discussions with this person, and they do not want to be a regular committee member However, they are prepared to help us with tasks as and when required, as a volunteer 	
Policies' Review		
Health & Safety Policy	<ul style="list-style-type: none"> The policy has been returned to MW for a final check AR to chase MW for this as it needs to be finalised and linked to all the appropriate policies within the booking system 	AR
Finance Policy and Financial Reserves Policy Reviews	<ul style="list-style-type: none"> These 2 policies are due for review in January. JB will do this 	JB
Lemon Booking System - Events/Bank Link	<ul style="list-style-type: none"> The booking system continues to work well for event bookings The link to the bank only updates every 24 hours and is not proving very helpful AM to ask Lemon if this can be updated more frequently 	AM
Availability List for Future Bookings	<ul style="list-style-type: none"> This list can now be accessed online via the link that Agata has sent to all committee members SV has now updated this list and asked everyone to sign up if they can 	Committee
Party Charges	<ul style="list-style-type: none"> It was agreed that, to reflect the considerable amount of work undertaken by the committee for every party, party charges would be increased to £25 per hour with effect from 1 April 2026 SV to amend the price list accordingly 	SV
Booking/Event Updates Since the November Meeting		
November/December	<ul style="list-style-type: none"> Two of our regular hirers are continuing their classes in 2026 A party was booked for the Alcester Volunteers A party enquiry was received for March, but not booked 	
January	<ul style="list-style-type: none"> 2 parties have been booked A new fitness class started on 15 January We have received an enquiry for a monthly evening book club Dance/musical theatre enquiry received The yoga and relaxation evening class will continue beyond February 	
Regular VH Led Events – Book Club, Coffee Mornings/Computer Club		
<ul style="list-style-type: none"> All going well 		
Events since November meeting		
<ul style="list-style-type: none"> The following events were well attended in late November, December and early January. Attendee numbers are recorded alongside: Art Epiphanies – 29 Christmas Quiz - 45 Joy to the World – 60 (including family members) The Fifth Step - 38 		

Future Events/Start Times	
Start Times	
<ul style="list-style-type: none"> It was agreed that we would start events slightly later from February, i.e. doors open at 1900, with events commencing at 1930 hours This will allow the committee more time to set up and will allow participants more time to get to the events after work 	Committee
Desert Island Discs – Friday 30 January	
<ul style="list-style-type: none"> Bookings are now being taken, and practice sessions are taking place Posters have been prepared and will be advertised at this week's coffee morning AM to advertise this via the Wixford WhatsApp 	AM
Demystifying the World of AI – Wednesday 18 February – 1930 hours	
<ul style="list-style-type: none"> JCo has confirmed the above date Posters to be prepared SV will move the next Committee Meeting to Wednesday 25 February 	AM SV
Additional February Event	
<ul style="list-style-type: none"> SV had already provided information received from Alan Benjamin This was discussed and she will now go back to him 	SV
National Theatre – Hamlet – Friday 6 March - 1930 hours	
<ul style="list-style-type: none"> This has now been advertised on the website and is available for booking 	
Plant Workshop	
<ul style="list-style-type: none"> AB has spoken with PT, and he would like to have a pre-meeting JBr to arrange this with him and include AM and LR Suggested dates for the actual workshop are Wednesday 25 or Friday 27 March, subject to PT's availability It was suggested that participants could be invited to put forward questions to PT if he agrees 	JBr JBr JBr
National Theatre	
<ul style="list-style-type: none"> The following dates were agreed for April – July: Fridays – 10 April, 8 May, 12 June and 10 July These have now been put in the booking calendar 	
Talk on The Berlin Wall	
<ul style="list-style-type: none"> JC to check whether his contact could do this talk on Wednesday 15 April 	JC
Art Epiphanies, the Sequel – Wednesday 20 May	
<ul style="list-style-type: none"> AR has now put together an Art Epiphanies Sequel which has been put in the calendar for 20 May 	
Ascot Ladies Day – Thursday 18 June	
<ul style="list-style-type: none"> To be discussed in due course 	
Craft Fair – Saturday 7 November 2026	
<ul style="list-style-type: none"> Considerable interest already from six people – several people who took part last year and others who were unable to attend in 2025 as we were fully booked 	
2026 AGM	
<ul style="list-style-type: none"> This has now been scheduled for 2000 hours on Wednesday 18 March As previously, a shorter committee meeting will commence at 1900 hours 	All All
Any Other Business	
National Theatre Live Event	
<ul style="list-style-type: none"> AM advised the committee that she will be attending a Live Event in London with MB on 30 January. Should anyone else like to join them, they will be very welcome 	

<p>Defibrillator Training</p> <ul style="list-style-type: none"> • JBr confirmed that CBr will do some defibrillator training for the village as soon as it has been installed • JBr to confirm that this can be scheduled for Wednesday 11 February at 1930 hours • Once confirmed, posters will need to be prepared • It was suggested that we record this training so that those who cannot attend can view it later 	Confirmed AM MB
<p>Date and Time of Next Meeting</p> <ul style="list-style-type: none"> • Wednesday 25 February at 1915 hours 	All