



## WIXFORD VILLAGE HALL

### MINUTES OF MEETING ON WEDNESDAY 27 MAY 2026

**Present:** Andrew Reekes, Angela Ballard, John Ballard, Marcus Bennett, Jo Broadrick, John Cain, Claire Coulter, James Coulter, Carrie Crinage, Nick Dodds, Agata Majzel, Sue Vincent, Martyn Wilkinson

**Apologies:** Jain Drinkwater

	<u>ACTION</u>
<p><b><u>Welcome to Carrie</u></b></p> <ul style="list-style-type: none"> <li>AR welcomed Carrie Crinage to the meeting as a new member of the committee</li> </ul> <p><b><u>Minutes of Last Meeting</u></b> – Agreed</p>	
<p><b><u>Matters Arising</u></b></p> <p><b>Power Outage Instructions</b></p> <ul style="list-style-type: none"> <li>Ongoing</li> </ul> <p><b>Optimizing the Solar Panel System</b></p> <ul style="list-style-type: none"> <li>This is now working correctly and last month’s energy usage reduced by 90%! JB will continue to monitor future usage and bills</li> <li>JB applied to Octopus for an export tariff earlier in the year. This has been chased as we currently are not being paid for exported energy. They have promised to respond soon</li> <li>Compensation - we need to work out what is owing to us for the initial period when the system wasn’t working correctly. MW offered to work through the figures</li> </ul> <p><b>Rear Gates</b></p> <ul style="list-style-type: none"> <li>The quote for making and installing the rear gates was approved and work will commence shortly</li> <li>Once completed, the gate keys will be placed in the key box</li> <li>AM/JB to check whether some storage could be available behind the gates</li> </ul> <p><b>War Memorial Plaque</b></p> <ul style="list-style-type: none"> <li>Thanks to KV for fitting the brass plaque to a wooden plinth to protect the wall during cleaning</li> </ul> <p><b>Screening Between Main Hall and Corridor</b></p> <ul style="list-style-type: none"> <li>Discussions are ongoing and committee members are asked to bring further ideas to the August meeting</li> </ul> <p><b><u>H&amp;S, Fire &amp; Security</u></b></p> <p><b>Roller Shutter Door</b></p> <ul style="list-style-type: none"> <li>This is now out of warranty and JB had received a quote for £685 for a new UPS. The company also suggested that we need a maintenance contract for this</li> <li>JB purchased a new UPS from Amazon for £85 which he has fitted, and it has solved the problem. AR thanked JB for doing this</li> <li>As this equipment is tested on a weekly basis within the fire system checks, we do not need a maintenance contact</li> <li>MW will do a “mains failure” check and include this in the Procedure for the future</li> </ul>	<p>JB/MB</p> <p>JB</p> <p>JB</p> <p>MW</p> <p>JB</p> <p>Committee AM/JB</p> <p>SV</p> <p>B/F August</p> <p>MW</p>

<p><b><u>Treasurer's Report and Accounts</u></b></p> <ul style="list-style-type: none"> <li>• The Hampshire Trust Bank Charity Account is now open. This is an instant access account providing 3.6% interest p.a.</li> <li>• JB presented YTD information on the Accounts</li> <li>• As previously mentioned, electricity costs have reduced significantly as a result of the new solar panel system</li> <li>• The village hall insurance is due in June, and this has increased by 2.5% year on year</li> <li>• The 2025 Accounts have now been approved by the independent assessor, and all Trustees were asked to sign them prior to submitting them to the Charity Commission</li> <li>• All funds from the PPL Grants have now been spent and their final report has been submitted</li> </ul>	
<p><b><u>Booking/Event Updates</u></b></p> <p><b>Bookings</b></p> <ul style="list-style-type: none"> <li>• HP ran a new class in April as a trial and has now booked this for 34 sessions</li> <li>• A trial Salsa class took place on Bank Holiday Monday which was very well received</li> <li>• A Floristry event has been booked for late July</li> </ul> <p><b>Enquiries</b></p> <ul style="list-style-type: none"> <li>• A cycling club enquired about using the hall as a refreshment stop</li> <li>• There have been 2 party enquiries and an enquiry for a family event. Two of these bookings were in between exercise classes which would not have been ideal. There were also parking problems as we could not provide sufficient space</li> <li>• Enquiry for an exercise class on Wednesday evenings</li> </ul> <p><b>Hall Maintenance</b></p> <ul style="list-style-type: none"> <li>• Cleaning will move from Thursdays to Tuesdays effective from June</li> </ul>	
<p><b><u>Regular VH Led Events – Book Club, Coffee Mornings/Computer Clinics</u></b></p> <ul style="list-style-type: none"> <li>• The book club is going well</li> <li>• Coffee mornings/computer clinics are still popular</li> <li>• The Committee thank the Throckmorton Trust who have agreed to underwrite the coffee mornings for another year</li> </ul> <p><b><u>Events Since the Last Meeting</u></b></p> <p><b>National Theatre – All My Sons</b></p> <ul style="list-style-type: none"> <li>• This was a very good production</li> </ul> <p><b>Art Epiphanies, the Sequel</b></p> <ul style="list-style-type: none"> <li>• Thanks to Andrew for providing a very interesting sequel to his original talk</li> </ul>	
<p><b><u>Future Events</u></b></p> <p><b>National Theatre – The Playboy of the Western World – Friday 12 June – 1930 hours</b></p> <ul style="list-style-type: none"> <li>• This has been advertised and bookings are coming in</li> <li>• Sub-titles need to be displayed</li> </ul> <p><b>Quiz – Friday 26 June – 1930 hours</b></p> <ul style="list-style-type: none"> <li>• Jo and Chris have agreed to do the quiz on the above date</li> <li>• Fish and chips will be provided by The Fish</li> <li>• Numbers to be provided by Monday 22 June</li> <li>• Event has been advertised</li> </ul> <p><b>Witnessing Imperial Retreat</b></p> <ul style="list-style-type: none"> <li>• AR has now agreed to do the above talk on Friday 24 July</li> <li>• Posters need to be prepared</li> <li>• As this is close to main holidays, we need to advertise this event asap</li> </ul>	<p>MB</p> <p>22 June</p> <p>AR AM AM</p>

<p><b>National Emergency Briefing – Possible Date: Wed 5 August (TBC)</b></p> <ul style="list-style-type: none"> <li>• MW had already mentioned this 50-minute briefing to the Committee prior to the meeting</li> <li>• It was agreed that we would go ahead with this as we need to keep the public up to date</li> <li>• It will be a free event with a bar</li> <li>• AM will download the pre-screening guidance</li> <li>• MW will be available for a Q&amp;A session afterwards</li> <li>• Discuss further at the June meeting</li> </ul> <p><b>Autumn Gardening Talk</b></p> <ul style="list-style-type: none"> <li>• Peter Terry has now confirmed his availability for Wednesday 16 September</li> </ul> <p><b>Hope &amp; Glory – John Louca’s Band – Sat 31 October</b></p> <ul style="list-style-type: none"> <li>• AM has now booked the above date and will invite JL to a coffee morning for a discussion on Marketing the event</li> <li>• We need to advise The Fish of this event as we expect to have visitors that follow the band</li> </ul> <p><b>Desert Island Discs</b></p> <ul style="list-style-type: none"> <li>• It was agreed that we would do another event in January or February</li> <li>• It was suggested that we should look for 5 people to do 4 songs each</li> <li>• We will need to make sure the microphone is working for this event</li> </ul>	<p>AM MW Committee</p> <p>AM Committee</p> <p>TO DO TO DO</p>
<p><b><u>Parking Area</u></b></p> <p><b>Signage</b></p> <ul style="list-style-type: none"> <li>• As people are using the hall for general parking, it was suggested that we put up signage saying: “Parking for Village Hall Users Only”</li> <li>• It was agreed that committee members would look at the positioning of this when attending the next coffee morning</li> <li>• MB will investigate signage costs</li> </ul> <p><b>Tidy Up</b></p> <ul style="list-style-type: none"> <li>• It was agreed that the parking area needs weeding and generally tidying up and a discussion followed. No date has yet been agreed for this</li> </ul> <p><b>Charger</b></p> <ul style="list-style-type: none"> <li>• AM/MB have been trying to get the car charger working, without success</li> <li>• It was suggested that the original manufacturer should be contacted</li> <li>• It was agreed that the charger would not be available to the general public</li> </ul> <p><b><u>Solar Panel Maintenance</u></b></p> <ul style="list-style-type: none"> <li>• MW suggested that we should have the solar panels cleaned regularly to maintain efficiency</li> <li>• It was suggested that we could ask a window cleaner to do this, and JB agreed to check with the installer to ensure there would be no warranty issues</li> </ul>	<p>Committee</p> <p>MB</p> <p>Committee</p> <p>TO DO</p> <p>JB</p>
<p><b><u>Any Other Business</u></b></p> <ul style="list-style-type: none"> <li>• Our PPL/PRS licences are due for renewal in July</li> <li>• The cost of these relates to certain events held in the hall over the past 12 months that used music</li> <li>• JB has been in touch with them and, following their guidance, he has now been through the Accounts for the last year and believes that our payment will be for the minimum amount</li> </ul>	
<p><b><u>Date and Time of Next Meeting</u></b></p> <ul style="list-style-type: none"> <li>• Wednesday 10 June at 1915 hours</li> </ul>	<p>All</p>

