

**ORAC COMMITTEE MEETING  
WEDNESDAY 9th NOVEMBER 7.30pm  
OCCOLD VILLAGE HALL**

**WELCOME**

TH welcomed everyone to meeting

**PRESENT**

Russell Grange  
Ted Hampson           Vice Chair  
Gill Chapman           Treasurer  
John Davis  
Nigel Woodhouse  
Dan Hull  
Carol Peters           Secretary  
Kevin Chittock.       Parish Council  
Colin Cripps           Parish Council  
Lesley Hull           Coffee Morning

**APOLOGIES**

Caroline Jones, Gordon Erhorn, Stephen Hubner, Di Noller

**MINUTES OF LAST MEETING**

Agreed and signed

**MATTERS ARISING**

Badminton nets -have been ordered and will arrive shortly.

Upstairs Room- MH has cleared out some items and has asked for an extension of stay. It was agreed not to grant this. TH will speak to MH and ask him to go by date he originally agreed 11th November.

Letter box - will be replaced.

Solar Panels - no further update. Still trying to contact Joshua Holmes re grants.

Licence - been paid. All compliant. A rota will be drawn up for bar when used by hirers.

Purchase Card - has now arrived and been activated. It is in GC name but TH gets a duplicate copy of transactions.

Maintenance- GE working on plan with TH and JD. They will set up a working party.

**TREASURER REPORT**

Financial statement attached.

It was agreed to add the luncheon club cash to the coffee morning funds to purchase a coffee machine. Coffee morning has funds of £431.50.

Fridges and freezer have been turned off and will only be used when needed to save electricity.

We will ask cleaner for a list of her requirements and check cheapest place to purchase.

**POLICIES**

Village Hall should have several policies in place. Safeguarding and Equal Opportunities Policies have been signed and agreed. Any private hirer using the hall for activities which include children should let us have a copy of their safeguarding policy. Currently we have one from the school but need to ask Table Tennis and Karate. Policies are in a file in first

aid cupboard in kitchen. There will eventually be a Dropbox where all documents can be stored.

## **ROLES AND RESPONSIBILITIES**

Maintenance Plan- GE  
IT CJ  
Fundraising  
Logistics and Supplies

## **FUND RAISING**

Chocolate Bingo 2nd December 6pm. NW bar, GC, CP ticket sales, prizes  
Christmas Dinner 10th Dec - set up hall 2pm, NW bar. Ticket sales going well  
Coronation Event - ask pub if we can have initial planning meeting and invite all interested parties - January 17th or 24th 7.30pm  
Theatre Group - Sense and Sensibility, 18th June 7pm, Robin Hood for children  
26th August 4pm,  
RG looking into band concert possibly in March

## **PLAYGROUND REPORT**

JD has condensed the report. JD has visited the site and has a list of priorities.  
CP to check who goals belong to, DH to look at tree which may need to be removed.  
We have applied for a grant to fund replacement of the picnic tables and bench seat from the ASDA foundation.

## **CORRESPONDENCE**

SH agreed to be contact name on charity commission paperwork.

## **ORACLE**

Advert charges to stay the same for this year.  
Deadline for this ORACLE is November 14th.

## **AOB**

Sum up - will purchase one for ORAC  
Key Pad - will look into options and costs  
CC informed meeting that the Parish Clerk is resigning, he will let us have details of new clerk.  
CC informed meeting that there had been reports of drug dealing in hall vicinity.  
RG to look into costs of microphones etc as we currently use his personal equipment.  
RR has bowls box stored in his barn. One of the bowls mats belongs to ORAC. Need to contact Bowls club to discuss selling etc.  
GC, TH, SH, CP have sorted out Christmas trees and decorations. Hall to be decorated on Dec 1st 1.30 - all help accepted

## **DATE of NEXT MEETING**

Wednesday 7th December 7.30pm in Beaconsfield Arms to finalise Christmas Dinner.

## **Actions**

Charity Commission	SH
Speak to MH	TH
Trees/ Goals	DH/ CP

Maintenance Plan

Working Party

Policies

Decorate Hall

Bingo Tickets

Prizes

GE, TH, JD

GC,CP

GC, SH, CP

GC, CO, SH