

The Tiddy Hall

Ascott-under-Wychwood, Oxon

*Founded and given to the village by
R. Tiddy, Esq., in 1912*

ADMINISTERED BY LOCAL TRUSTEES

Minutes

27 March 2023 19:00

Tiddy Hall

1. Present
John Bugeja (JB), Jacquie Bugeja (JacB), Kevin Bishop (KB), Mark Pidgeon (MP), Simon Gidman (SG), Ingrid Ridley (IR)
2. Apologies
Howard Morris (HM), Pauline Plant (PP)
3. Conflicts
MP and PP are regular users of Tiddy Hall
4. Minutes of previous meeting
Approved and signed.
5. Matters arising
 - a. HM to discuss issue re water supply when he next sees Mr Greatbatch.
Deferred. HM not present
 - b. SG to follow up with Bob Chilcott regarding a music event.
SG met Bob and agreed event outline. Unfortunately, Bob will not be available for the remainder of this year. It was agreed that the event will be scheduled for Easter 2024 (mid-March to avoid clash with Folk Night).
 - c. JB to liaise with HM and involve other committee members as appropriate to ensure we have a good understanding of our energy usage/costs.
It was agreed that take immediate action as follows:
 - i. *Find meters.*
 - ii. *Take readings.*
 - iii. *Check with bills/online portal to determine whether bills are estimated or based on actual readings.*
 - iv. *Contact Opus Energy to either obtain a smart meter or arrange to provide accurate meter readings on a monthly basis.*
 - d. MP to arrange fitting of pedestrian gate.
Done
 - e. PP to follow up with Chipping Norton Glass regarding a quote for refitting the doors.

Deferred. PP not present.

- f. JB to advise Brian Leach that Tiddy Hall will run the bar and MP will provide background music/PA for the Coronation event.

On agenda.

- 6. Booking & Marketing Report (MP)
Full details of bookings can be found on the Tiddy Hall website.
- 7. Treasurer's report (HM)
HM shared an update in advance of the meeting. A shortfall of £318.46 was evident during period. Notable expenses included the energy bill of £1,633.49. See previous comments regarding an investigation into the energy costs.
- 8. Car park update (MP)
Pedestrian gate has been installed. The main vehicular gates continue to be left open. All users will be reminded to shut and lock the gates when they leave.
- 9. New lighting system update (MP)
Installation is in progress. Training will be provided to committee members to ensure effective use. Once lighting system is in place and fully tested, an intensive marketing campaign will be launched to promote the use of Tiddy Hall as a 'venue' for music/entertainment events.
- 10. Coronation event (JB)
*MP to check re temporary licence for event outside Tiddy Hall premises.
MP to organise 'group karaoke' event.*
- 11. Fundraising update (MP)
*3PS 17 June 2023. Volunteers to run raffle (JacB). Everyone to sell tickets.
Chris Leslie 8 July 2023*
- 12. Folk Night Bar Duties
 - a. 8 April 2023 - SG & MP
 - b. 22 April 2023 - KB & IR
 - c. 6 May 2023 - SG & IR?
 - d. 3 June 2023 - JB & JacB
 - e. 24 June 2023 - IR & BR (Ascott Martyrs – starts at 7pm)
 - f. 2 September 2023
 - g. 7 October 2023 - SG & NC
 - h. 25 November 2023
 - i. 16 December 2023
- 13. AOB
Concerns were noted regarding the appearance of Tiddy Hall. All users (regular and occasional) to be reminded that the facilities must be left tidy and ready for subsequent hirers. This will be even more important as we seek to promote Tiddy hall as an entertainment venue.

It was also noted that storage areas need to be available for Tiddy Hall equipment and need to be maintained in a safe and tidy manner to ensure accessibility. For example, the electricity meters should have at least one metre of clear space in front of them to allow safe access. This is not currently the case. It was agreed that this will be added to the next agenda so that an action plan to address the storage issues can be agreed.

14. Actions agreed:

- a. *HM to discuss issue re water supply when he next sees Mr Greatbatch (HM)*
- b. *Music event with Bob Chilcott to be scheduled for mid-March 2024 (SG)*
- c. *Investigate energy usage/billing (JB/KB/HM)*
 - i. *Find meters (done)*
 - ii. *Take readings (done)*
 - iii. *Check with bills/online portal to determine whether bills are estimated or based on actual readings.*
 - iv. *Contact Opus Energy to either obtain a smart meter or arrange to provide accurate meter readings on a monthly basis.*
- d. *PP to follow up with Chipping Norton Glass regarding a quote for refitting the doors. (PP)*
- e. *Devise and launch marketing campaign once new lighting system is in place (MP/JB)*
- f. *Ensure we are fully compliant with licensing requirements with regard to both on-site and off-site alcohol sales (MP)*
- g. *Organise music, PA and group karaoke for Coronation event (MP)*
- h. *All committee members to promote and support 3PS Fundraiser:*
 - i. *Produce flyers (MP)*
 - ii. *Distribute flyers (all)*
 - iii. *Initiate social media campaign (MP with support from all)*
 - iv. *Sell tickets (all)*
 - v. *Organise raffle (JacB)*
- i. *Add Tiddy Hall appearance and storage concerns to next agenda (JB)*

15. Date of next meeting

22 May 2023



A handwritten signature in black ink, followed by the date '5/6/23' written in a similar style.