

# The Tiddy Hall Ascott-under-Wychwood, Oxon

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

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ADMINISTERED BY LOCAL TRUSTEES

Minutes of the meeting of the Tiddy Hall Committee held on 31<sup>st</sup> August 2022

	Item	Action	By
1	<b>Present:</b> John Bugeja (JB), Jacque Bugeja (JacB), Nick Carter (NC), Simon Gidman (SG), Kevin Bishop (KB), Pauline Plant (PP) and Howard Morris (HM)		
2	<b>Apologies:</b> Ingrid Ridley (IR) and Roger Shepherd (RS)		
3	<b>Minutes of Previous Meeting:</b> Approved.		
4	<b>Matters Arising:</b> SC agreed speak to Bob Chilcott regarding a possible Christmas event but has not yet had an opportunity to do so.	Speak to Bob Chilcott	SG
5	<b>Chairman's Comments</b> HM was formally welcomed to the committee. He will take over the role of Treasurer from NC. NC has kindly agreed to continue as a committee member until the year-end to ease the hand-over and provide continuity and will then step down.  It was agreed that Mark Pidgeon (MP) will be invited to join the committee and to take-over the booking clerk duties from IR. It was noted that care will need to be taken to manage any potential conflicts of interests as MP runs the Wychwood Folk Club which is a regular user of Tiddy Hall. In essence, the situation is similar to that which arises with PP who runs the Pre School which is also a regular user of Tiddy Hall and is considered easily manageable.  JB advised the committee that RS has decided to step down as President of the Tiddy Hall Committee and no longer needed to be copied into agendas and minutes. The committee expressed their appreciation for the huge contribution made by RS of many years.  It was agreed that pricing for hiring Tiddy Hall should be reviewed this autumn. Given exponential increase in energy	Confirm membership with MP and arrange for him to liaise with NC to sign the relevant paper  Distribute updated	JB  JB

	<p>costs coupled with other inflationary pressures, it is likely that prices will increase but a careful balance must be maintained between the need to cover increased costs and the potential to increase revenue from greater usage of the hall. JB shared a suggested pricing matrix comprising three standard models and a 'special' model for weddings. HM suggested that model one should be split into two to make a clear distinction between ad hoc bookings and regular bookings. This was agreed. JB asked all members to review the matrix and consider how pricing might be adjusted compared with the current model (which can be found on the Tiddy Hall Website at <a href="https://www.tiddyhall.com">https://www.tiddyhall.com</a> ). At the next meeting, the pricing changes can be discussed and agreed.</p> <p>The need to generate more bookings through more effective marketing was discussed. Ideas suggested in the meeting included promoting the use of the projector and screen and offering full PA and sound engineer services (subject to availability and for an additional fee). Other ideas included quiz nights, flix-in-the-sticks, coffee mornings, dinner dances and other themed events. It was noted that, as these events would often be organised and managed by Tiddy Hall Committee members, care should be taken to avoid creating too much pressure on a limited (and voluntary) resource. JB asked all members to come up with ideas for revenue generation including more effective marketing, activities hosted by the committee and the promotion of Tiddy Hall as a 'venue' for events organised by customers (e.g. Jazz Club, Yoga Club etc).</p> <p>It was noted that, in order to make Tiddy Hall more attractive as a 'venue' the cost of modernising the stage lighting should be explored. MP has in the past suggested this as a regular user of Tiddy Hall. It was agreed that this would only be possible if it made economic sense (e.g. increased revenue generation from bookings to recover the costs within a reasonable timescale and reduced energy costs through greater efficiency). JB noted that MP had offered to organise fund-raising activities to help cover the cost (e.g. free 3PS concert!) JB agreed to ask MP to prepare a costed proposal so that the committee can consider this further.</p>	<p>version of pricing matrix</p> <p>Consider pricing changes</p> <p>Ideas for revenue generation and enhanced marketing</p> <p>Request costed proposal from MP</p>	<p>All</p> <p>All</p> <p>JB</p>
6	<p><b>Booking &amp; Marketing Report:</b> IR was unable to attend the meeting but provided a written report which was distributed with the agenda.</p> <p>The following potential events were discussed:</p>		

	<ul style="list-style-type: none"> <li>• A mini music festival in 2023 (along the lines of the 'Swanfest' events that used to be held at The Swan). This was suggested by MP (prior to the meeting). It was agreed that this should be explored further and JB will ask MP for a more detailed proposal for consideration by the committee.</li> <li>• JacB advised the committee that she had been approached by Juliet Heslewood regarding a fund-raising talk entitled 'The Sea! The Seaside'. This was supported. In the circumstances, it was agreed that there would be no fee for the use of Tiddy Hall but we would provide a bar to generate some revenue. JacB agreed to liaise with Juliet to obtain a more detailed proposal and to agree timing.</li> </ul>	<p>Obtain detailed proposal from MP</p> <p>Obtain detailed proposal from Juliet</p>	<p>JB</p> <p>JacB</p>
7	<p><b>Treasurer's Report</b></p> <p>NC distributed the latest income and expenditure statements covering the first two months of the financial year. These show a net shortfall of <b>£1,363.46</b>.</p> <p>Significant costs include:</p> <ul style="list-style-type: none"> <li>• Annual fire safety review - £337.80</li> <li>• Replacement of broken glass door panel - £576.00</li> <li>• Energy costs – £973.31</li> <li>• Trustee's Dinner - £500.72</li> </ul> <p>The biggest single source of revenue was the Pre School (£1,020.30) in respect of Term 6.</p> <p>HM agreed to distribute future reports electronically to accompany the relative agenda to enable members to review the information ahead of the meeting and prepare any questions that they may wish to raise.</p> <p>Other matters were discussed as follows:</p> <ul style="list-style-type: none"> <li>• JB and HM signed the mandates to manage the Tiddy Hall bank accounts with Barclays. Although a chequebook still exists, it is envisaged that all transactions will be initiated via the Barclays online channel. The mandate has been amended to allow for a single signature/online log-in to authorise payments.</li> <li>• JB and HM will need to obtain the online app in order to access the accounts.</li> <li>• With the welcome return of Sally as the cleaner, it was agreed that a modest increase in the hourly rate</li> </ul>	<p>Create online accounts</p>	<p>JB and HM</p>

	<p>was appropriate (to £15 and £16.50 for weekends)</p> <ul style="list-style-type: none"> <li>• NC has agreed to continue to manage the bar stocking process for the next few weeks prior to handing over to another committee member. Committee members are invited to volunteer to assume this responsibility</li> <li>• It was noted that, when the water stop-cock to Tiddy Hall was turned off, this also caused the water supplied to the property next door to stop. This prompted a concern that Tiddy Hall is being billed for water used by the property next door. HM agreed to investigate with the owner of the property.</li> <li>• In response to KB's question regarding contractual commitments, NC advised that the only contractual commitment in place is with WODC in respect of the 'big bin'. Any other repeating costs (e.g. the Monarch Fire annual review) are uncommitted and subject agreement as they arise.</li> </ul>	<p>Volunteer required</p> <p>Investigate</p>	<p>All</p> <p>HM</p>
8	<p><b>Bar Duties</b></p> <p>JB noted that IR and Brian could no longer cover the bar on 22 October but could cover on 10 September instead. It was agreed that JB and SG would cover 22 October. PP agreed that she and Richard could cover the bar on 12 November.</p>	<p>Distribute updated schedule</p>	<p>JB</p>
9	<p><b>Any Other Business</b></p> <ul style="list-style-type: none"> <li>• Car parking – Dom Lashley and Gaby Sethi park their second car in the Tiddy Hall car park (with the informal agreement of SR). It was agreed that this would be allowed to continue on a 'reciprocal goodwill' basis but it must be understood that Tiddy Hall accepts no liability for damage or theft. James (the plumber) also parks his van there as do other village residents and visitors from time to time. This does not cause a major problem except when an event is taking place when access can be a problem (e.g. when the car park gates are locked whilst Pre School is in progress). It was agreed that signage is required regarding liability and priority for users of the hall.</li> <li>• PP noted that there appeared to be an issue with the disabled toilets (water running). Also, in one of the toilets a shelf was suffering water damage and needed to be covered with a tile as a temporary fix pending a permanent solution.</li> </ul>	<p>Advise Dom of agreement</p> <p>Advise James of agreement</p> <p>Speak to James (in the spirit of the 'reciprocal goodwill' agreement)</p>	<p>JB</p> <p>SG</p> <p>SG</p>
10	<p><b>Next Meeting</b></p> <p>7pm on 19 October at Tiddy Hall</p>		

  
10/10/22

