

21 Jan 2026 | 📅 Parish Hall Committee Meeting

Minutes of meeting on Weds 21st January 2026, 7pm, at Remenham Parish Hall

Attendees:

John Laing (Chair)
Nigel Gray (Treasurer)
Jacky Ronald
Sue Laing
Charlotte Every
Claire Fletcher-Hobbs (Secretary)

1. Apologies

Apologies - Pat Sly, Allan Henderson, Jeremy Tayler

2. Minutes of the last meeting

The members voted to accept the minutes from the last meeting (24th Sept 25) with no amends.

3. Action points from last meeting

Completed actions for reference

Date added	Action no	Status	Agenda item	Action	Responsibility
Jan 25	6	Complete	5	Work on marketing flyer Update Apr & Jun 25 - To be picked up once new hall guidelines are in place Update Sept 25 - Matt to do flyer, Charlotte to share draft with Claire	Claire / Charlotte
Jun 25	3	Complete	4	Email Paul and ask when he can fit in the 3 outstanding maintenance jobs	Pat
Jun 25	5	Complete	4	Take a look at removing the curtain pulleys. Sept 25 - John to take curtain down and give measurements to Charlotte & Jacky	John, Charlotte, Jacky
Sept 25	1	Complete	1	Review committee numbers at next APCM to see if another member needs to be recruited	PCC members
Sept 25	3	Complete	4	Ask Oscar about adding some new	John

				shingle to the drive	
Sept 25	4	Complete	4	Check the hose is working	Nigel
Sept 25	5	Complete	5	Share updated noise guidelines via email	Claire
Sept 25	6	Complete	6	Follow up on matched funding, and check with Literary Festival how much they made	Sue
Sept 25	7	Complete	7	Send out messages re Parish Walk & Harvest Supper	Charlotte
Sept 25	9	Complete	7	Follow up with Jo Southwell on RGT	Claire
Sept 25	10	Complete	8	Get in touch with Madeline Duffy and others re Remenham History event	Sue

Ongoing & new actions

Date added	Action no	Status	Agenda item	Action	Responsibility
Jan 24	5	Ongoing	3	<p>Ask RPC to consider providing signage on the Hall wall to the defibrillator</p> <p>Update Apr 24 - RPC have a plan already to do this (sign with details of all nearby defibrillators) and will update Jeremy when done.</p> <p>Update Jul 24 - Jeremy to follow up with RPC and confirm if this has been completed. Defib code C159 - same for all in Henley</p> <p>Update Oct 24 - Paul Sermon said there is a delay, hope for it to be done soon</p> <p>Update Jan/Apr/Jun / Sept 25 - Jeremy to follow up with Paul Sermon</p> <p>Update Jan 26 - Bill to talk to Paul (via Jacky)</p>	Jeremy / Jacky
Apr 25	7	Ongoing	6	Advertise hall to local companies	Claire
Sept 25	2	Ongoing	4	<p>Ask Allan if he has a plan or if he needs help with the new shed shelving. Once up, take pics and submit to newsletter.</p> <p>Update Jan 26 - Claire to follow up with Allan again</p>	Claire

Jan 26	1		4	Get in touch with Pat for latest list of maintenance jobs	Claire
Jan 26	2		4	Move the wheelie bins	Jacky
Jan 26	3		5	Upload noise guidelines and minutes to website	Claire
Jan 26	4		7	Circulate further details on Remenham History weekend	Sue & Charlotte
Jan 26	5		7	Check ex-WI members still OK to do teas at Fayre	Charlotte

4. Hall maintenance

ACTION - Claire to get in touch with Pat to ask for updated list of maintenance tasks that can then be delegated to the rest of the committee. The current list is below:

Date added	Description
Jan 25	Bricks loose on the sloping entrance outside the main entrance door
Jan 25	Replace the rotten wood and make good outside on the bottom of the large window frame facing the lane. Update Jan 26 - Nigel will pick this up
Apr 25	Plastic ceiling vents over the cooker and in the toilets need taking down and washing
Jan 26	Paint railings on gate
Jan 26	Adding some shingle to the drive - Oscar has quoted. To be discussed and booked in.

The committee expressed thanks to Jacky for the planting. Jacky suggested moving the wheelie bins to be more tucked away alongside the hall wall, all agreed this was a good idea.. **ACTION** - Jacky to move bins

5. Hall lettings

The committee voted to approve the latest noise guidelines (v3).

ACTION - Claire to get the guidelines uploaded on the website along with the latest minutes

It was noted that Jeremy has received further feedback from the Browns and will discuss with them directly.

6. Finances

Nigel presented an overview of incomes and expenditure for 2025, with receipts of £24,844 and expenses of £27,814. It was confirmed that nothing was transferred to the church account at year end, and the current account stands at £18K.

Please see below for rough % contributors to hall income and expenses for 2025:

Income
Hall hire 40%
Regatta 17%
Letters 12%
Fayre 11%
Dogs 5%
Donations 5%
Walk 4%
HWR 2%
Sharesy 2%

Expenses
Shed 55%
Deposit returns 7-8%
Cleaning 7.5%
Electric 6.5%
Waste 4.5%
Insurance 4.4%
Letters 3.8%
Smaller amounts for internet, maintenance work etc

7. Events

Remenham History Weekend - Fri 17th, Sat 18th & Sun 19th April 2026

Preparations are going well, with the Friday night likely to be a ticketed launch event including refreshments. The exhibition will then be open for people to visit for free on Saturday and Sunday from 10am - 4pm. There will not be refreshments available apart from during the launch event on Friday night. There will be a bucket for donations.

ACTION - Sue & Charlotte to circulate further details in due course.

Remenham Fayre - Sunday 6th Sept 2026

The organising committee was agreed to be Sue, Jacky, Charlotte & Claire

ACTION - Charlotte to email Daphne Austen and check the new group (ex WI) will still do teas.

8. Any other business

Newsletter

It was agreed to keep the advertising rates the same for the newsletter since they have not increased since 2017. It was also suggested that we can ask users if they would prefer a printed copy in the next issue. We discussed distributing some copies to Thamesfield, White Hill Service station and the local pubs.

9. Date of next meeting and confirmation of minutes Secretary

Date: Tues 28th April 2026, 7pm. Venue TBC - dependent on dog classes

Secretary: Claire Fletcher-Hobbs