

6 May 2026 | 📅 Parish Hall Committee Meeting

Minutes of meeting on Weds 6th May 2026, 7pm, at Remenham Parish Hall

Attendees:

Jeremy Tayler (Chair)
Nigel Gray (Treasurer)
Sue Laing
Charlotte Every
John Laing
Pat Sly
Claire Fletcher-Hobbs (Secretary)

1. Apologies

Apologies - Jacky Ronald, Allan Henderson

2. Minutes of the last meeting

The members voted to accept the minutes from the last meeting (21st Jan '26) with no amends.

3. Action points from last meeting

Completed actions for reference

Date added	Action no	Status	Agenda item	Action	Responsibility
Jan 24	5	Complete	3	Ask RPC to provide signage on the Hall wall to the defibrillator	Jeremy / Jacky
Sept 25	2	Complete	4	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.	Claire
Jan 26	1	Complete	4	Get in touch with Pat for latest list of maintenance jobs	Claire
Jan 26	2	Complete	4	Move the wheelie bins	Jacky
Jan 26	3	Complete	5	Upload noise guidelines and minutes to website	Claire
Jan 26	4	Complete	7	Circulate further details on Remenham History weekend	Sue & Charlotte
Jan 26	5	Complete	7	Check ex-WI members still OK to do teas at Fayre	Charlotte

Ongoing & new actions

Date added	Action no	Status	Agenda item	Action	Responsibility
Apr 25	7	Ongoing	6	Advertise hall to local companies	Claire
May 26	1		4	Progress window frame repair	Nigel
May 26	2		4	Sort fire exit curtain	John
May 26	3		4	Contact plumber re loos	Charlotte E
May 26	4		5	Update website and booking info with electricity charge	Claire
May 26	5		5	Reply to Kate & arrange awning access	Claire
May 26	6		5	Purchase & set up of Minut device	Claire
May 26	7		5	Respond to the Browns	Fr Jeremy
May 26	8		7	Set up Fayre committee meeting	Claire
May 26	9		7	Ask Ann/Allan about potential Letters evening	Claire

4. Hall maintenance

A number of items have been completed including sorting the loose bricks outside the entrance, painting the railings on the gate and adding shingle to the drive. All agreed the hall looks very smart. Charlotte E kindly confirmed she is donating more kettles.

The latest list of outstanding items is below:

Date added	Description
Jan 25	Replace the rotten wood and make good outside on the bottom of the large window frame facing the lane. ACTION - painter is with Nigel at the moment, will progress
Apr 25	Plastic ceiling vents over the cooker and in the toilets need taking down and washing
May 26	Fire exit curtain & rail to be sorted - ACTION John

May 26	First ladies loo does not flush properly so is often left unflushed. In the Gents' loo, water spout to be removed as in all the other loos. ACTION - Charlotte E to contact the plumber (Paul)
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5. Hall lettings

Given the large electricity bill (close to £900 for the period Jan - March), it was agreed to change the winter electricity fee to £5/hr (instead of the current £20 per booking)..

ACTION - Claire to update this info on the website and booking communications

Kate (Dog classes) has asked if she can leave her equipment out following her Thursday evening class, ready for the Saturday morning class. The committee agreed this was OK provided we have no Friday bookings, and noted that the lawn will not be able to be mown on Fridays. It was also agreed to provide Kate with access to the remote control for the awning. **ACTION** - Claire to confirm these points to Kate and organise access for the remote control

The latest proposal from the Browns regarding hall usage and noise guidelines was discussed. It was noted that as well being a community asset, the hall is also a charity that generates an income to support the church, and as such, charity trustees have an obligation to raise revenue.

The committee agreed that the current published guidelines are fit for purpose but that additional data on noise levels at the hall would be useful, and would also enable proactive action to be taken if required. It was also agreed that security at evening bookings would be given a noise monitor.

It was agreed to invest in a Minut sound monitoring device, with an initial outlay of £220, to provide the committee with greater visibility on noise levels at the hall during bookings. **ACTION** - Claire to arrange purchase, installation and set up.

ACTION - Fr Jeremy to respond to the Browns

6. Finances

Nigel provided an overview of income and expenditure from the beginning of the year until March 20th:

- Income c£3,200
- Expenditure c£3,700

The main contributors to expenses are:

- Insurance - just over £1K

- Electricity £800
- Cleaning £540
- Waste £400

It was noted that these figures don't reflect the latest bank statements from April, which will include income of £740 for the History event, and a spend of £1200 for the shingle on the drive.

7. Events

Remenham History Weekend 17th - 19th April 2026

All agreed the event was a great success, mainly due to Madeline Duffy's exceptional efforts. It was a huge amount of hard work and the display was extremely impressive.

Some of the material is being put together for the church and the committee also discussed having a 'history corner' at the Fayre. Henley History and Archaeological Society have generously offered to store the material in their storage facility.

There is a wash up meeting on 21st May.

Remenham Fayre - Sunday 6th Sept 2026

It was confirmed that Jeremy and Nigel will be away for the Fayre this year.

ACTION - Claire to set up first meeting for Fayre committee (Sue, Jacky, Charlotte & Claire)

Future events

- Harvest Supper
- Carol Service
- Agreed it would be good to have an evening event (Letters?) perhaps end Feb/early Mar. **ACTION** - Claire to contact Ann Burley & Allan to see if a Letters evening may be possible
- Bluebell walk in April

8. Any other business

N/A

9. Date of next meeting and confirmation of minutes Secretary

Date: Weds 23rd September 2026, 7pm at the Parish Hall

Secretary: Claire Fletcher-Hobbs