



Buckland Old School Trust
Buckland Village Hall,
New Road,
Buckland, Aylesbury, Bucks.
HP22 5JB
Tel: 07749041434

Registered Charity no: 1069992

Buckland Old School Trust
Trustees Meeting
Monday 21st September 2026 6.00pm @ Buckland Village Hall

Present: Richard Peel (Chair), Heather McKenna, Andrew Swaby, Linda Oatley, Martin James-Griffiths and Kate Brazier

1. **Apologies:** Noelle Morgan and Rev. Sally Bottomer
2. **Declarations of interest:** There are no declarations of interest.
3. **Minutes of last meeting:** The minutes of the previous meeting held on 15th June 2026 were agreed and signed by Richard Peel (Chair).
4. **Matters arising:** RP gave an update on the Roman Bones; these are now stored at the Buckinghamshire museum. The cost of mausoleum was considered prohibitive to keeping them in the village but this will be kept under review.
5. **Hall Manager's report:** Report had been circulated prior to the meeting, and KB summarised the report during the meeting. No issues raised.
6. **House Report:** HMCK informed us that she had recently received an inspection report from Cesare & Co. All is well and the house in good order. There are a couple of areas of damp that need addressing, Cesare have asked for quotes to rectify. The rent review was due in August; recommendations were to increase the rent by £100 to £1650pcm. AS had a quick search on similar properties in the area and it was agreed that this seemed to be in the right line with local rentals. HMCK to have a look at when the rent was last raised before a final decision is made. Two months' notice needs to be given prior to a rent increase.

HMCK had received quotes to replace the boiler in the School House. Option 1 (Heat Only Option) was £2680 + VAT and Option 2 (Combi Option) £4380 + VAT. It was agreed to replace like for like and go with Option 1. HMCK to inform Cesare to proceed with replacing the existing boiler. (action HMCK)
7. **Grants:** LO has applied for 2 grants. The first from GrantScape for £2300, she is awaiting their decision which is due in October. The second was to Heart of Bucks for £2200, which was unsuccessful as it is charity aimed at helping older people and the general age of the hall users was considered too young. LO said she now has all the information required to keep applying for grants making the process easier. (action LO)

8. **Health and Safety update:** AS was elected Health and Safety trustee at the last meeting. KB and AS to have a walk around the hall and grounds to ensure all potential hazards are highlighted. KB to draw up an updated list of the areas that need to be checked and monitored.

Many of the recommendations made in the OakPark report have now been implemented. The fire assembly sign has been put up in the garden, signage updated in the hall, the fire information box has been installed in the entrance hall, the safety bars in the disabled toilets made more visible, a lock has been put on the utilities cupboard, chairs have been moved from the red door fire exit to improve access, OakPark have been instructed to install an additional fire extinguisher by this exit. Duncan is in the process of replacing all the door hinges with fire safe ones.

KB to ensure that all users are made aware of the Fire Procedures before they use the hall, in addition to those laid out in the Hall User Agreement.

KB to speak with Jane Lewis BPC regarding the ring doorbell request and check there is a fire ladder in the office (actions KB and AS)

9. **AOB:** MJG informed the meeting that the Parish Council is objecting to the planning permission that has been submitted, for a large dwelling, in the field off New Road.

Hall users are to be reminded that music at parties should be kept at a reasonable level.

The two marquees in the garden are to be dismantled and packed away for the winter months. Two of the outdoor cupboards need to be sorted and cleared to make space for these to be stored at the hall. AS to organise a team to help do this.

MJG to be added to the authorised user list on hall's bank account. (actions KB and AS)