

Dyffryn Ardudwy A Talybont Village Hall Minutes 20/07/2022

Attendees

Derek Hayward – Chair
Denise Stone – Treasurer
Mike Tregenza

Apologies

Kathy Aikman
Trish Lill

Of the meeting

20th July 2022

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1 **Chairs Welcome**

The chair welcomed all to the meeting.

2 **Apologies**

Trill Lill, Kathy Aikman

3 **Minutes of the previous meeting**

The minutes from previous meeting were agreed as correct by Mike Tregenza & Derek Haywood.

4 **Chairman's Report**

There was discussion around attendance to the meeting and that it would better if all the different groups / committees should try and consolidate, many of the members are the same people. The village hall will not meet in August and look to invite all different representatives for the AGM in September 2022. For the avoidance of doubt the Village Hall Committee are referring to the Regen (including Allotment Group) and representatives from the different hall users.

5 **Treasurers Report**

The Treasurer reported that the charity has the following funds;

Reserve - £29074.52

Current - £2702.05

All invoices are up to date.

Caretaker Timesheets – Denise Stone to chase-up for the timesheets to be provided as this is a requirement for payment.

Electricity Costs – There was a discussion around the new tariffs, the committee logged into the EON portal and could see the account was over-estimated, as result the account is approx. £700 in credit. The village hall consumes circa 16000kwh per annum, as result of the new tariff (was 0.1660pp kwh) of 0.3190pp kwh the monthly direct debit will move from £178 to £400.

Grants – The committee have been able secure support with grant application with the upcoming frontage and now the requirement to update café. There will be a cost of £500 per day (max 1 week) to build the business cases for the grants, these would be re-usable in the event funds were not available.

6 **Maintenance**

Piano – Derek Haywood to source rubber wheels for the piano as the existing wheels are worn out and will damage the hall floor if the piano is moved.

Hall Lights – AW Electrics have ordered the parts and waiting for them to arrive. AW Electrics will also dis-connect the wiring for the old lights that were in the hallway by the toilets, there are now spotlights in place.

Outside – Dave Wilson has kindly put planters outside the café.

PA System – Derek Haywood advised the system is not setup correctly. Andy Badal to come in on the 21st July 2022 and check the PA system.

Alarm Testing – Trish Lill to ask if Jon Ensor can do alarm testing as required.

Building Frontage – Derek Haywood reported that the plans from the surveyor will be available by the end of July 2022. The Hall Committee can then engage with local builders to get a quotation to replace the doors and windows.

Café PC – This has been repaired, invoice forwarded to Denise Stone for payment.

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Groups

Choir – Mike Tregenza will chase-up Mervyn Williams to see if the boxes held in the small shed belong to the choir and if they need to be collected or disposed.

Table Storage – Derek Haywood is investigating a storage option for all the tables.

New Tables – Derek Haywood is checking with the quilters group if more tables are still required, originally there was an ask for another x10 white tables.

Youth Club – Meinir Thomas plans to come into the village hall and remove the old youth club equipment on Saturday 23rd July 2022.

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Cafe

Update/Refurbishment – The committee have made an initial assessment of the café and determined that it's likely the infrastructure requires update and or upgrade to meet the needs of the community going forward. The committee have engaged with Swift Maintenance to produce a detailed plan with all the options to update and upgrade the café to a full commercial setup. Swift Maintenance charge a fee to produce the plan of £1000, the village hall is not tied to Swift Maintenance so could take the plan to another provider when asking suppliers to tender.

Mike Tregenza to have Swift Maintenance send their invoice to Denise Stone so the on-site appointment/survey can be setup.

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Date of next meeting

September 2022 19:00 Village Hall

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Action Point Register

No	Action	Owner	Progress	Status
10082021 -1	Send mandate to NatWest to update signatures for the bank account.	Mike Tregenza	20/07/22 - Derek Haywood & Mike Tregenza successfully added and Micky Tibbetts removed.	Complete
10082021 – 2	Letter to Micky Tibbetts concerning the complaint and his	Denise Stone	Letter sent.	Complete

	subsequent resignation.			
10082021 – 3	Charitable Incorporated Organization (“the CIO”) – Constitution update/change	Mike Tregenza	20/07/22 - This is lengthy process and involves setting up new charity before transferring the details from the existing setup. It will take some time to progress.	Ongoing
10082021 – 4	Schedule of works for the Village Hall	Derek Hayward	20/07/22 - Recorded under Maintenance agenda item.	Complete
10082021 – 5	Hierarchy of Contacts	Denise Stone	20/07/22 -Operational to be handled by Trish Lill, otherwise by letter to Secretary.	Complete
10082021 – 6	Jon Ensor requirement to provided monthly invoicing	Ffion Thomas / Kathy Aikman	20/07/22 - Reminder to be sent to Jon Ensor	Ongoing
10082021 – 7	Tabletop sale COVID-19 regulations	Trish Lill	20/07/22 – Complete.	Complete
14092021 – 1	Flower meadow in village hall car park	Denise Stone	20/07/22 – No further action on this action.	Closed
14082021 – 2	Move internet router and replace repeater in hall	Mike Tregenza	20/07/22 – Router is now located at the back of the stage.	Complete
14092021 – 3	Ffion Thomas to setup a generic email account for the Village Hall	Ffion Thomas	20/07/22 – Complete, use neuaddbentredat@gmail.com	Complete
10052022 – 1	Denise Stone to write to Trish Lill to confirm café rent increase	Denise Stone	20/07/22 – Action completed.	Complete
10052022 – 2	Denise Stone to bring invoicing up to date for all the groups	Denise Stone	20/07/22 – Action completed.	Complete
10052022 – 3	Derek Haywood to ask Meinir Thomas for date when Youth Club equipment will be	Derek Haywood	20/07/2022 – Meinir Thomas to collect youth club equipment 23/07/2022.	Ongoing

	removed from the village hall.			
10052022 – 4	The committee noted the increase of weeds outside the village hall	Derek Haywood	20/07/22 – Derek Haywood to raise with Jon Ensor. Mike Tregenza suggested using concentrate vinegar rather than weed killer.	Ongoing
10052022	The wires for the old lights in the toilet's hallway require disconnecting.	Derek Haywood	20/07/22 – AW Electrics will undertake this work as part of other planned maintenance. Waiting on spares.	Ongoing
20072022 – 1	Collection of choir boxes	Mike Tregenza	20/07/22 Mike Tregenza asked Meryn Williams if these can be collected.	New
20072022 – 2	Replacement of wheels for piano	Mike Tregenza	20/07/22 – Derek Haywood to source replacement rubber wheels for the piano.	New
20072022 – 3	Additional tables for the quilters	Derek Haywood	20/07/22 – Derek Haywood to confirm if the x10 additional tables are required.	New
20072022 – 4	Mike Tregenza to send Denise Stone Swift Maintenance invoice	Mike Tregenza	20/07/22 – Email with invoice to be send to Denise Stone.	New
20072022 – 5	Andy Beddal to inspect the village hall PA system	Derek Haywood	20/07/22 – Andy Beddal to inspect Village Hall PA system on the 21/07/22.	New
20072022 – 6	Caretaker to be able to do alarm testing	Trish Lill	Trish Lill to ask if Jon Ensor would be able to alarm testing as part of his tasks.	New
20072022 – 7	Consolidation of Groups / AGM	All	20/07/22 – Meeting date to be set after consultation with all parties.	New

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