

# Dyffryn Ardudwy A Talybont Village Hall Minutes 09/12/2022

## Attendees

Denise Stone – Treasurer  
Trish Lill – Café Manager  
Mike Tregenza – Secretary  
Dave Wilson  
Josie Atkins

## Apologies

None

## Of the meeting

9<sup>th</sup> December 2022

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1       **Chairs Welcome**

The position of chairman is still open.

2       **Apologies**

None.

3       **Minutes of the previous meeting**

The minutes from previous meeting were agreed as correct by Mike Tregenza & Denise Stone.

4       **Chairman's Report**

Mike Tregenza has asked someone if they would consider being chairman, will chase-up.

5       **Treasurers Report**

Natwest had blocked the account because they needed some more details around the Village Hall setup. Denise Stone had a call with Natwest and the block should now be cleared. The village hall banks account had the current values as of the 09/12/2022;

Current A/C - £5144.49

Reserve A/C - £28000

The Village Hall is approx 2mths behind on invoicing.

Josie Atkins agreed to join as a Trustee for the Village Hall.

6       **Maintenance**

Alan Williams to do the fixed electrical testing as part of the requirement for the hall insurance.

The extractor fan needs to be replaced, Mike Tregenza to give Alan a call to see when this can be done.

There is a broken glass pane in one of the doors, Dave Wilson to put some plastic over the broken pane until it can be fixed properly.

7       **Groups**

Taster Weekend – need to be postponed.

8       **Café**

The café had its inspection 08/12/2022, the extractor fan was flagged as an issue.

Jose Atkins will ask Jamie Brooks if he can help the village hall with the frontage replacement.

Mike Tregenza to ask Dianna Tregenza if she can help with the café replacement with Swift.

**Date of next meeting**

TBC

**Action Point Register**

No	Action	Owner	Progress	Status
<b>10082021 -1</b>	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
<b>10082021 – 2</b>	Letter to Micky Tibbetts concerning the complaint and his subsequent resignation.	Denise Stone	Letter sent.	Complete
<b>10082021 – 3</b>	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
<b>10082021 – 4</b>	Schedule of works for the Village Hall	Derek Hayward	20/07/22 - Recorded under Maintenance agenda item.	Complete
<b>10082021 – 5</b>	Hierarchy of Contacts	Denise Stone	20/07/22 -Operational to be handled by Trish Lill, otherwise by letter to Secretary.	Complete
<b>10082021 – 6</b>	Jon Ensor requirement to provided monthly invoicing	Ffion Thomas / Kathy Aikman	20/07/22 - Reminder to be sent to Jon Ensor.  12/10/22 – Denise to provide Jon a template as this must be completed for compliance purposes.  14/12/2022 – Ongoing.	Ongoing
<b>10082021 – 7</b>	Tabletop sale COVID-19 regulations	Trish Lill	20/07/22 – Complete.	Complete
<b>14092021 – 1</b>	Flower meadow in village hall car park	Denise Stone	20/07/22 – No further action on this action.	Closed

<b>14082021 – 2</b>	Move internet router and replace repeater in hall	Mike Tregenza	20/07/22 – Router is now located at the back of the stage.	Complete
<b>14092021 – 3</b>	Ffion Thomas to setup a generic email account for the Village Hall	Ffion Thomas	20/07/22 – Complete, use neuaddbentredat@gmail.com	Complete
<b>10052022 – 1</b>	Denise Stone to write to Trish Lill to confirm café rent increase	Denise Stone	20/07/22 – Action completed.	Complete
<b>10052022 – 2</b>	Denise Stone to bring invoicing up to date for all the groups	Denise Stone	20/07/22 – Action completed.	Complete
<b>10052022 – 3</b>	Derek Haywood to ask Meinir Thomas for date when Youth Club equipment will be removed from the village hall.	Derek Haywood	20/07/2022 – Meinir Thomas to collect youth club equipment 23/07/2022.  12/10/22 Meinir and Nia Rees to review the cupboard contents when the club restarts.  14/12/2022 – Complete	Complete
<b>10052022 – 4</b>	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.  12/10/22 Weed killer has been used recently.	Complete
<b>10052022</b>	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.  14/12/2022 – Complete.	Complete
<b>20072022 – 1</b>	Collection of choir boxes	Mike Tregenza	20/07/22 – The boxes were collected.	Complete
<b>20072022 – 2</b>	Replacement of wheels for piano	Mike Tregenza	20/07/22 – Derek Haywood to source replacement rubber wheels for the piano.  14/12/2022 – Ongoing.	Ongoing
<b>20072022 – 3</b>	Additional tables for the quilters	Derek Haywood	20/07/22 – Derek Haywood to confirm if the	Ongoing

			x10.additional tables are required.  14/12/2022 – Ongoing.	
<b>20072022 – 4</b>	Mike Tregenza to send Denise Stone Swift Maintenance invoice	Mike Tregenza	12/10/2022 – Invoice paid.	Complete
<b>20072022 – 5</b>	Andy Beddal to inspect the village hall PA system	Derek Haywood	12/10/22 - Completed.	Complete
<b>20072022 – 6</b>	Caretaker to be able to do alarm testing	Trish Lill	12/10/22 – Jon Ensor started doing the testing this week.	Complete
<b>20072022 – 7</b>	Consolidation of Groups / AGM	All	12/10/22 – Ongoing.  14/12/2022 – Ongoing.	Ongoing
<b>14/12/2022 - 1</b>	Jose Atkins to inquire if Jamie Brooks can help with Hall Frontage replacement	Jose Atkins		New
<b>14/12/2022 – 2</b>	Mike Tregenza to ask Alun Williams to replace café extractor	Mike Tregenza		New
<b>14/12/2022 – 3</b>	Dave Wilson to make temporary repair to broken glass in sliding doors	Dave Wilson		New

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