

# Dyffryn Ardudwy A Talybont Village Hall Minutes 13/02/2023

## Attendees

Denise Stone – Treasurer  
Mike Tregenza – Secretary  
Josie Atkins  
Lei Bramwich

## Apologies

Dave Wilson  
Trish Lill – Café Manager  
Carol Walker

## Of the meeting

13<sup>th</sup> February 2023

## Contents

1	Chairs Welcome .....	2
2	Apologies .....	2
3	Minutes of the previous meeting.....	2
4	Chairman's Report .....	2
5	Treasurers Report .....	2
6	Maintenance .....	2
7	Groups.....	2
8	Café .....	3
9	Date of next meeting.....	3
10	Action Point Register .....	3

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**

The role of Chair and vice chairman are still vacant.

It was noted that Dave Wilson resigned from the committee, however, Dave Wilson is happy to support the hall with tasks etc.

5       **Treasurers Report**

Current A/C - £4071.83

Reserve A/C - £26644.61

The incoming rents were higher than normal as there was a backlog of invoicing. Denise Stone will check to verify their two signatures setup for Natwest, Mike Tregenza should be as a second signatory.

6       **Maintenance**

Lei Bramwich has fitted the draft excluder.

Mike Tregenza has chased Mervyn Jones about the replacement glass pain in the village hall internal doors.

The hand sanitizer dispensers arrived and now need to be fitted. Mike Tregenza to fit the sanitizers with support from another member of the community.

There is some mold in the corner of the meeting room, most likely caused by the drains, Jonathan Ensor has done this but needs doing again.

There is damp appearing in both the hall and café areas, most likely this is a pointing issue that needs to be addressed. There are several fissures the outside stone wall facing the road, also cracks in a similar position on the inside wall of the café.

Broken light in toilet light, Jonathan Ensor has ordered a part and will attempt to fit.

Fixed electrical testing has been completed by Alun Williams, invoice to be paid on submission.

7       **Groups**

Youth club is to continue, there is some outstanding costs for repairs and rent to be addressed.

Pickleball must move to Saturday night on certain dates because other "one-off" activities need the hall.

The ambulance was called for a member of the Ballroom Group. There was a second ambulance which was called to take the person to hospital. There was also an incident with a dog attacking the ankles of a customer as he entered the café. The matter was resolved and reported in the accident book.

## 8 **Café**

Both Criccith TV and SDL have measured up but not provided quotes for the café replacement, additionally Swift have been chased for a quote. There were some concerns raised over the extractor fan that will now be required in the new commercial setup, planning might be required.

All the works required by environmental health have been completed.

## 9 **Date of next meeting**

14<sup>th</sup> March 2023

## 10 **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.  13/02/2023 – Ongoing.	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.  10/01/2023 – Ongoing.  13/02/2023 – Denise to provide a template to be signed off weekly.	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 <a href="mailto:neuaddbentredat@gmail.com">neuaddbentredat@gmail.com</a>	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	Derek Haywood	20/07/22 – Derek Haywood to raise with Jon Ensor. Mike Tregenza suggested using	Complete

	weeds outside the village hall		concentrate vinegar rather than weed killer.  12/10/22 Weed killer has been used recently.	
<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.  10/01/2023 – There is a trolley for moving the piano, this is now back at the village hall.	Complete
<b>20072022 – 3</b>	Additional tables for the quilters	Derek Haywood	20/07/22 – Derek Haywood to confirm if the x10.additional tables are required.  14/12/2022 – Ongoing.  10/01/2023 – Mike to ask Dianna for support locating the required tables.  13/02/2023 – Dianna Tregenza will send Denise the details of what the quilters previously purchased.	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. 13/02/2023 – Ongoing.	Ongoing
<b>14/12/2022 - 1</b>	Jose Atkins to inquire if Jamie Brooks can help with Hall Frontage replacement	Jose Atkins	10/01/2023 – Ongoing, there have been discussions over Christmas with Jamie Brooks and RG's @ Dolgellau.  13/02/2023 – Josie to chase-up RG Kings.	Ongoing
<b>14/12/2022 – 2</b>	Mike Tregenza to ask Alun Williams to replace café extractor	Mike Tregenza	10/01/2023 – Mike to chase-up Alun Williams.  13/02/2023 – It has been replaced	Complete
<b>14/12/2022 – 3</b>	Dave Wilson to make temporary repair to broken glass in sliding doors	Dave Wilson	Complete	Complete
<b>10/01/2023 – 1</b>	Mike Tregenza & Dave Wilson to make repairs to café area as set out in the inspection report.	Mike Tregenza / Dave Wilson	13/02/2023 – Dave Wilson & Mike Tregenza complete the repairs.	Complete
<b>10/01/2023 – 2</b>	Mike Tregenza to ask if Mervyn Jones can replace the broken pane of glass in the internal door in the hall.	Mike Tregenza	13/02/2023 – Mike to chase.	Ongoing
<b>13/02/2023 - 1</b>	Hand Sanitizers to be fitted.	Mike Tregenza		New

End of Document