



William [REDACTED] Michael [REDACTED]. Following this, Heather Williams and John Ceri Evans would be added as signatories.

- f) Debit card update: Nedw reported that the bank advised a debit card was not possible for the NatWest account as it required two signatories. It was suggested that the possibility of applying for a credit card, with the balance cleared each month, be explored to avoid monthly reimbursements to committee members for hall-related purchases. The Secretary will investigate this with the Treasurer.
- g) Regeneration Group update: The £300 has not yet been repaid to the hall. It was suggested that legal advice be sought while awaiting a reply from Action Fraud.
- h) Update on Signing off on Accounts for Years 21/22, 22/23, 23/24: The Secretary reported on behalf of the Treasurer that no response had been received from the former Chairs and Treasurers for these years, Mick Tibbetts, Mike Tregenza, and Denise Stone. Suggested the accountant be advised of this.
- i) Update on HSBC Account: The Secretary reported on behalf of the Treasurer that no response had been received from the former Treasurer, Mick Tibbetts on whether the HSBC account was fully opened.

#### **4. Maintenance and Improvements**

- a) Cenatoph wreath rack: Cynan Sharp was suggested as a possibility to make a rack. Ed agreed to contact him.
- b) Keys: Nedw reported that he had not heard whether the former Caretaker had located the white fire exit door key and digilock fob. He will follow up with the Caretaker.

Two spare keys for the oak and cafe doors to be cut; Secretary to organise.

- c) Gutter cleaning: Nedw reported that Top To Bottom Cleaning Solutions would inspect the job and provide a quote. It was agreed that the work could proceed if it fell within the approved spending threshold; otherwise, three quotes would be obtained.
- d) Car park noticeboard: Secretary to investigate cost of a more pin-friendly board for the car park and noticeboards for bus shelters to promote the hall.
- e) Oil: Ed confirmed that Boilerjuice had delivered the oil, but the tank could not hold the full amount; £88.85 was refunded to the hall account.
- f) Container: John Ceri confirmed he had specialist paint. It was agreed to paint the container later in the year when the weather improves.

- g) Car park: Sian suggested installing a bollard in front of the footpath following an accident caused by a car blocking the entrance. It was agreed this was a good idea. Ed will obtain quotes.

## 5. Grants

- a) Welsh Church Fund: No update yet.
- b) Community Facilities Programme: A quote had been received, providing an indication of the level of grant funding required to complete the expression of interest form.
- c) Llanbedr Beer Festival: Deilwen and Sian volunteered to complete the application form.

## 6. Groups & Bookings

- a) Quilters: An email was received requesting that invoices be provided in printed form, as the group's contact is changing and the new contact does not use email. Following discussion, it was agreed that if additional groups request printed invoices, a charge would be applied to cover printing costs.
- b) Snooker Club: The Secretary reported that the insurance company had confirmed the Hall can continue to access legal advice by phone; however, the policy does not cover representation in property-related disputes.

Members expressed further disbelief at the Injunction Application filed by the Snooker Club and received on Christmas Eve. The Secretary's Christmas break had been affected while seeking legal representation for the Court Hearing at Caernarfon on 8 January, as all solicitor's offices were closed until 5 January. The Chair reported that a solicitor had now been appointed, and he and the Secretary had spoken with her together.

The trustees reviewed their reasons yet again for changing the snooker room hire arrangements and reiterated that exclusive use by the Snooker Club could not be justified, and they had a duty to comply with Charity Law and the Governing Document.

Jen confirmed that she had acknowledged the Snooker Club's complaint letters regarding the Trustees and Heather, and would post the responses this week.

The Secretary confirmed that the response to the second Freedom of Information request was ready to be sent, including a copy of the message from the Snooker Club chair stating that he had been a member since 1988 and that the agreement between the Club and the Hall had been verbal, with no contract seen.

- c) Taster Pilates: Nia agreed to arrange a poster to advertise the session on 15 January.

- d) Clwb Ardudwy: The Secretary confirmed that the Age Cymru representative would attend the session again, with a game of bingo planned and Caffi Wenallt cooking lunch. Deilwen said that Josie and Karen had volunteered to help serve the food, and she will let them know of the timings.

## 8. Events

- a) Community Christmas Lunch: Members agreed the Community Christmas Lunch was a great success, with the number of thank-you notes reflecting its positive reception in the community. The school pupils were commended for their professional service in serving the dinners. A list of pupils, volunteers, and sponsors was compiled, and Sian and Heather offered to write thank-you letters and cards.

It was agreed that the event would run again this coming Christmas, with the number of guests increased from 100 to 120. The cost of the day was reviewed, with £1,650 funding received and a total spend of £1,620.53, leaving a balance of £29.47 for the 2026 lunch. Members agreed that this represented good value for the 100 meals and drinks provided.

- b) West: The Secretary confirmed that the temporary licence was in place. Members discussed and agreed on the pricing of drinks. It was decided to purchase a SumUp card reader in advance of the evening.

## 9. College Courses

- a) IT Courses: The Secretary confirmed that the Introduction to Spreadsheets and Personal Budgeting was starting on Monday 12 January 4:00–6:00 pm, and Introduction to AI on Wednesday 14 January from 9:30 am–12:00 pm. Posters had been received from the college and put up around the Village as well as Social Media.

## 10. Correspondence

- a) Snooker Club

Emails of 6 December, 15 December, 16 December and 18 December.

These were discussed at Item 6 of the Agenda.

The trustees reiterated that receiving emails from Dave Powley to their personal addresses constituted an invasion of privacy. The Chair stated he would ask the solicitor to inform Dave Powley that this must stop.

## 11. Other Matters

- a) Y Tir | Edible Incredible: It was noted that the planters remained in the car. The Secretary was asked to write to Steve Wells and Y Tir again, requesting their removal to comply with the Hall lease and insurance requirements.

Trustees commented on the overflowing bin and the scattered dog waste bags around it. It was agreed that the Secretary would write to enquire about the bin contractor and how often the contractor would empty it.

- b) Charity Status: A question was raised about whether the charity could become a Charitable Incorporated Organisation (CIO). The Secretary agreed to investigate this.
- c) Filing of 2024/2025 Annual Return: Filing of 2024/2025 Annual Return: On behalf of the Treasurer, the Secretary reported that filing the Return was challenging, as the accounts for the year had not yet been signed off by the previous Treasurer. The Trustees agreed that the Return would be submitted using the figures provided by the accountant and signed as correct to the best of their knowledge.

## 12. Date of Next Meeting

Monday 2 February 2026, 7pm.

### Actions Register

Date	Description	Status	Assignee(s)	Closed
15/07/2025 29/07/2025 02/09/2025 07/10/2025 04/11/2025 01/12/2025 05/01/2026	Gain access to NatWest bank account	Only Nedw has access to the account. Nedw to chase the mandate completed 6 August.  29/12/25 - Ffion now added at the Pwllheli branch.	Edward G. (Nedw)	
15/07/2025 29/07/2025 02/09/2025 07/10/2025 01/12/2025 05/01/2026	Confirm whether an HSBC account was opened	Still no response 05/01/2026	Ffion	
15/07/2025 29/07/2025 02/09/2025 05/01/2026	Add additional bank signatories	Ffion added. Heather and John Ceri still pending 05/01/2026.	Nedw	
15/07/2025 9/07/2025 02/09/2025 04/11/2025	Trustee registration	Deilwen's record is still not linked to the other charity she's a trustee of. Heather to contact Charity Commission	Heather	
29/07/2025 07/10/2025 04/11/2025 01/12/2025 05/01/2026	Request previous committee sign forms from E W Owen	No response to date	Ffion	
26/08/2025 07/10/2025 05/01/2026	Apply for debit card	NatWest confirmed a debit card for the account wasn't possible. Treasurer and Secretary to look into a Credit Card.	Ffion and Heather	
02/09/2025	Hall signs need updating with new phone number and	Ed to contact Red Performance to see if this is	Ed	

Date	Description	Status	Assignee(s)	Closed
	website	possible		
02/09/2025 07/10/2025	Land registry (Car Park)	Secretary to chase Adra as landlord for consent to amend the land registry from the retired trustees.  Response received to say referred to legal department. Secretary to chase again.	Heather	
07/10/2025 04/11/2025 01/12/2025 05/01/2026	£300 invoiced to GLLM by Regen Group for hall hire.	Secretary to contact Regen to advise next step is Action Fraud if payment is not forthcoming  No response - reported to Action Fraud  Evidence submitted to Action Fraud	Heather	
07/10/2025	Drains	Downpipe drains overflowing in heavy rain. Ed and Nedw to clear	Ed & Nedw	✓ 05/01/2026
07/10/2025	Guttering	Gutters overflowing in heavy rain. Lower ones cleared by high ones need clearing. Quotes needed	Nedw	✓ 05/01/2026
07/10/2025	Risk assessments	Review required	Deiwen and Heather	
01/12/2025	Oak door and cafe locks	Jen to contact the locksmith	Jen	✓ 06/12/2025
01/12/2025 05/01/2026	Cenataph racking	Nedw to research feasibility Ed to ask Cynan Sharp for quote	Ed	
01/12/2025	Container roof	Ed to ask John Ceri about appropriate paint	Ed	✓ 06/12/2025
01/12/2025	Quotes	Beth to contact contractors to quote for work identified in the building survey  No response received to date.	Beth	✓ 05/01/2025
01/12/2025	Flyers	Secretary to design and order flyers for Clwb Arduwy	Heather	✓ 02/12/2025
01/12/2025	Response to Snooker Club	Secretary to respond as discussed	Heather	✓ 16/12/2025
05/01/2026	Keys	Missing white fire exit key and	Nedw	

Date	Description	Status	Assignee(s)	Closed
		fob. Nedw to follow up with the Caretaker		
05/01/2026	Key cutting	2 spare keys needed for the new oak door and cafe foyer door.	Heather	
05/01/2026	Noticeboards	New pin board for car park noticeboard and prices for noticeboards for the Village bus shelters	Heather	
05/01/2026	Paint Container	Container roof needs painting to prevent rot	Ed & Nedw	
05/01/2026	Grant	Deadline for Beer Festival Grant 31 Jan.	Deilwen & Sian	
05/01/2026	Christmas lunch thank yous	To the pupils, volunteers and sponsors	Sian & Heather	
05/01/2026	Annual return	Deadline 31 Jan	Ffion	
05/01/2026	Card reader	Order SumUp card reader	Heather	
05/01/2026	Planter in Hall carpark	Email Steve Wells and Y Tir to remind about removal	Heather	
05/01/2026	Charity Status	Explore options	Heather	