

Dyffryn Ardudwy and Talybont Village Hall

Trustees | Committee Meeting at Dyffryn Ardudwy and Talybont Village Hall

7 April 2026, 6:30pm. Ended 7:25pm

1. Present

Trustee Edward Griffiths (Nedw) (Chair), Trustee Deilwen Anderson, Trustee Sian Edwards, Trustee Edward Williams, Trustee Beth Bailey, Secretary Heather Williams.

Apologies for absence

Trustee Nia Rees, Trustee Jennifer Yuill, Trustee John Ceri Evans, Trustee Gwynfor Evans, Trustee Sion Ifor Williams, Treasurer Ffion Thomas.

2. Approve minutes of meeting held 2 March

Motion to approve proposed by Nedw Griffiths, all agreed.

3. Bank and Financial Matters

- a) Treasurer's Report & End of Year (EOY) Report: In the Treasurer's absence, the Secretary presented the income and expenditure for March. It was noted that the higher expenditure for the month was due to the annual insurance payment of £1,287.69. The trustees reviewed the accounts for the year ending 31 March 2026 and formally approved them.
- b) Auditor Appointment: In light of the Treasurer's excellent work in maintaining clear, well-documented accounts and organised records, it was proposed that a professional accountant would not be required to audit the accounts this year. The trustees agreed instead to appoint an independent volunteer with a financial background to carry out the audit.
- c) Account balances: Current Account: £2,705.90, Reserve Account: £11,089.92, Cash £742.64, Sum Up Account £370.09 (Total funds £14,908.55)
- d) Approve payments for March invoices: March events bar stock & raffle prizes £144.97, Fitting of push bar on stage door (materials only) £127.04, Pool table £750, Noson Allan £125, Plates & Bowl (Clwb Ardudwy) £80, Cleaning services £237.03, Clwb Ardudwy lunch £100.
- e) Payments made on debit card since last meeting: Stock for March events £99, TEN licence (29 March) £21, Flyer printing (Easter What's on) £35.00.
- f) Approve any payments due for the next month: British Gas electricity bill expected (covering the period prior to switching suppliers for the former snooker room) and Snowdonia Fire's inspection fee.

- g) Cleaning services: It was agreed that the £1 per hour increase represents good value, reflecting the consistently high standard of work. The improved cleanliness has been noted by some hall users, with several positive comments regarding the freshness of the space.
- h) BT: It was confirmed the Treasurer had contacted BT and they confirmed we are tied-in until 2030.
- i) Snooker Club: It was reported that payment for room hire for February and the first week of March remains outstanding. It was agreed to instruct the solicitor to write to the Club regarding the overdue amount of £40.62 and to request reimbursement for the electrician's emergency call-out, including the work undertaken to make safe the wires that had been cut during the removal of the coin meter, overhead light, and scoreboard light by the Club on 7 March.
- j) Y Tir: The Secretary confirmed that an email had been sent to the Y Tir Treasurer, including copies of the invoices and statement, which showed that the October payment remains outstanding. It was agreed that further bookings should not be accepted until resolved.
- k) Oil: Sian confirmed that the oil tank has been checked and contains well over one third of a tank. It was agreed that, given the current cost of oil, a new order would be deferred in anticipation that prices may fall during the summer months as demand decreases and, hopefully, as the current conflict eases.
- l) Regen Group: It was confirmed that the £300 repayment remains outstanding, and no response from the group. It was reported that the solicitor has advised sending a further informal letter; if no response is received, formal instructions can then be issued to pursue recovery. All agreed to this, as it involves charitable funds that must be accounted for.

4. Maintenance and Improvements

- a) Curtain Rail: Reported the brackets had arrived and fitting would be arranged.
- b) Quote to refinish oak door: It was agreed to accept the quote from Barmouth Property Maintenance. Suggested to ask for a price to fit curtain brackets while at the hall.
- c) Push bar: Gratitude was expressed to Daryl for the excellent work undertaken, particularly in light of the fact that, despite the Snooker Club agreeing to leave the key in the door to allow access for fitting the bar, this did not happen. As a result, Daryl had to grind off the lock in order to proceed with the installation. It was noted that this further reinforced the view that a workable relationship with the Snooker Club was impossible. Daryl did not charge for his labour, and the Secretary was asked to pass on the committee's thanks on their behalf.

- d) Games Room quotes: Quotes for plastering, flooring, and electrical work were discussed. It was agreed to accept the quotation from Jon & Adam Greenfield for the plastering, as this was the most competitive, and able to proceed with the work as soon as possible. For the flooring, L&L were selected due to their guarantee on the vinyl. Elliott's Electrical were appointed for the electrical work, as they have consistently been willing and able to assist at short notice.

It was further agreed to source electrical materials from T.N. Robinson and plastering materials from Jewson, as both suppliers are offering a charitable discount. Secretary to arrange above. Authorisation given by the Chair for the Treasurer to transfer funds to the SumUp account so the debit card can be used to pay for the electrical materials.

The obtaining of quotes for painting the games room was discussed; however, it was decided that the work would be carried out by members of the committee.

- e) Games Room Lock: Confirmed the digital lock was fitted as planned by Abermaw Locksmith.

5. Grants

- a) Community Facilities Programme: The email forwarded by the Secretary was discussed. It was noted that funding is currently on hold pending the outcome of the election, and there is a possibility that it could be withdrawn if there's a change in government. It was therefore agreed to prioritise the works identified in the survey and to pursue small grants for the essential works, in order to be covered for water ingress, storm damage, and subsidence by the insurance again.
- b) Bernard Sunley Foundation: Secretary reported the application had been unsuccessful due to the foundation receiving more applications than it is able to fund.
- c) Llanbedr Beer Festival: Deilwen reported that the application for £500 towards equipment for Clwb Ardudwy had been successful. Deilwen and Sian volunteered to source the required equipment.
- d) Your Community, Your Choice 2026: It was reported that the application was unsuccessful in the public vote. This outcome was not unexpected, as the other five shortlisted projects covered larger areas, including two submitted by football teams.
- e) Morrisons Foundation: The Secretary reported that the £10,000 Morrisons Community Funding is now open. However, while the Hall would otherwise meet the eligibility criteria, it is not possible to submit an application due to the previous committee having filed the charity's accounts late with the Charity Commission for the past four years. The scheme requires that annual returns have been submitted on time for the previous three years in order to qualify.

- f) Recycle for Charity: It was reported that £27 had been received for the collection of ink cartridges, and a new collection box has been placed in the foyer. The Secretary will order an additional collection box for One Stop.
- g) Asda Foundation: The Secretary reported that the Asda Local Community Spaces Fund (£20,000) was due to open on 14 April. However, it was noted that the Hall does not meet the eligibility criteria, as applicants are required to have an annual income of over £40,000.
- h) Eryri Community Funds: It was reported that these funding opportunities would open on 9 April. The Secretary confirmed that she had briefly reviewed the guidance and that the Hall appeared to meet the criteria for all three tiers. It was therefore suggested that an application be submitted promptly to Tier 1 funding, towards the community Christmas lunch, as there is no closing date and it was felt important not to miss out on funding should there be high demand for the available pot.
- i) Adra: The Secretary reported that Nia had spoken to a representative at Adra regarding a small grant for the Games Room and has requested an application form. The Secretary will submit the application once it has been received.
- j) Support from Community Council: It was suggested that the Community Council be approached to confirm whether they would be able to provide match funding for the grant applications. It was further proposed that, should the cafe grant applications be unsuccessful, the Community Council be asked to consider offering a loan to enable the refurbishment and opening of the cafe. The Secretary agreed to write to the Community Council.

6. Groups & Bookings

- a) Ty Meirion: have booked the hall for Sunday 7 June for a guest speaker, and a request has been made for a bar. It was agreed to confirm this arrangement, as sufficient members would be available to run the bar.
- b) Clwb Ardudwy: It was reported that there is currently over £190 remaining from the Age Cymru grant, in addition to the subs received from the four sessions held so far providing sufficient funds for the Club to continue at the current charge of £2.50 for the time being. However, it was noted that costs will need to be reviewed, as Age Cymru would not be able to continue supplying the bingo prizes.

7. Events

- a) Drama: It was reported that the Welsh language drama evening was a success, despite disruption outside caused by the Snooker Club removing the table while the group were bringing in their props and audience members were arriving. The bar made £48.50.

- b) Magic Show: With an audience of 62, the afternoon was a success. The pop-up pizza was well received and proved to be a welcome addition to an enjoyable few hours in the Hall for the wider community. The event raised £666.05, with a profit of £315 after costs.
- c) Pottery: It was confirmed that the pop-up pottery session with Jane Williams would take place on 9 April. A positive response had been received on social media, and it was hoped the event would be well attended. The possibility of running a pop-up cafe was also discussed. The Secretary agreed to look into the relevant regulations and feasibility. If permissible, it was agreed that this would add value to the event.

8. College Courses

The Secretary reported that a new Digital Skills course will commence on 15 April. For the new term, sessions will be held once a week only, due to a shortage of tutors available within the Potential Scheme to deliver the wider range of courses.

The course coordinator will enquire whether any tutors based in the colleges at Pwllheli or Dolgellau would be willing to undertake additional community teaching hours, with a view to delivering some of the courses identified through the Community Survey.

9. Correspondence

- Snowdonia Fire: Report received, 6 of the old type emergency lighting units would need replacing soon. Agreed to get a quote from Elliott Electricals. Invoice for the inspection (£214.85) passed to the Treasurer for payment.
- Cyngor Gwynedd: Application for rate reduction as a registered charity received. Secretary to complete and return.
- North Wales Police (Removal of Snooker Table): Email forwarded by secretary discussed. Requested that the Secretary reply for further clarification.

10. Any Other Matters

- a) Edible Incredible: It was noted that no contact has been received from the Regen Group or Steve Wells regarding the offer to remove the planters to a suitable location, subject to them first removing the plants. It was suggested that Y Tir be contacted again for assistance in resolving this ongoing matter.
- b) Car Park Lease: Secretary reported had chased again with Adra but still no response.
- c) Pool Table: Agreed to store in the cafe space until the Games Room was ready.

11. Date of Next Meeting: Tuesday 5 May, 6:30pm

Actions Register

Date	Description	Status	Assignee(s)	Closed
15/07/2025 29/07/2025 02/09/2025 07/10/2025 01/12/2025 05/01/2026 02/03/2026	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 02/02/2026	Add additional bank signatories	Ffion added. Heather and John Ceri still pending 02/02/2026.	Ffion	
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 02/03/2026	Request previous committee sign forms from E W Owen	No response to date	Ffion	
02/09/2025	Hall signs need updating with new phone number and website	Ed to contact Red Performance to see if this is possible	Ed	
02/09/2025 07/10/2025 31/03/2026	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 07/04/2026	£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 Send final request, if no reply by next meeting to instruct solicitor.	Heather	
07/10/2025	Risk assessments	Review required	Deiwen and Heather	

Date	Description	Status	Assignee(s)	Closed
01/12/2025 05/01/2026	Cenataph racking	Nedw to research feasibility Ed to ask Cynan Sharp for quote	Ed	
05/01/2026	Keys	Missing white fire exit key and fob. Nedw to follow up with the Caretaker	Nedw	
05/01/2026	Paint Container	Container roof needs painting to prevent rot	Ed & Nedw	
05/01/2026 02/02/2026 07/04/2026	Planter in Hall carpark	Email Steve Wells and Y Tir to remind about removal 02/02/26 - no reply to date To request assistance from Y Tir to resolve as still no response from Steve or Regen	Heather	
05/01/2026	Charity Status	Explore options	Heather	
02/02/2026	Bollard and hall fence	Ed to get quotes	Ed	
02/02/2026 03/02/2026	Fit push-bar to hall door	Jen to get quote Being fitted 04/03/2026	Jen	✓ 04/03/2026
02/02/2026 02/03/2026 07/04/2026	Fix masking curtain rail	Brackets received - Ask Daryl for quote to fit the brackets	Heather	
02/02/2026 Ongoing	Grants	Deilwen & Heather to research grants for small projects	Deilwen & Heather	
02/03/2026	Quote for oak door	Heather to ask for quote to restore oak door	Heather	✓ 07/04/2026
07/04/2026	Investigate Pop-up cafe rules	Heather to check regs and feasibility	Heather	
07/04/2026	Independent auditor	Appoint independent auditor for accounts	All	
07/04/2026	Snooker Club, unauthorised removal of table, outstanding payments and damage to electrical cables	Instruct solicitor to write to the Club	Heather	

Approved by:

Date: