Dyffryn Ardudwy and Talybont Village Hall

Trustees | Committee Meeting at Dyffryn Ardudwy and Talybont Village Hall
7 September 2026, 7:30pm

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1. Present
Trustee Sian Edwards, Trustee Edward Williams, Trustee Sion Ifor Williams, Trustee Nia Rees, Trustee Gwynfor Evans, Secretary Heather Williams

Apologies for absence
Trustee Edward Griffiths (Nedw) (Chair), Trustee Jennifer Yuill (Vice), Trustee Deilwen Anderson, Trustee Beth Bailey, Trustee Gwynfor Evans, Treasurer Ffion Thomas.

2. Energy Consultant from Independent Eco
Chris Wandsworth spoke to the Committee about available energy grants and potential measures to improve the hall's energy efficiency and reduce costs. Chris offered to visit the hall with a surveyor to assess the building and provide the Committee with an indication of the likely costs involved. The Committee thanked Chris for the information provided and for his time as he left the meeting.

In the Chairs and Vice Chairs absence, the meeting was chaired by Trustee Sian Edwards.

3. Approve minutes of meeting held 27 July and AGM minutes.
Motion to approve proposed by Sian Edwards, all agreed.

4. Bank and Financial Matters

a) Treasurers Report: In the Treasurer's absence the Secretary presented the reports for July and August. All commented that the Hall remains in a good financial position with funds available towards proposed works.

b) Account balances: Current account: £1,607.15, Reserve: £9,124.80, Sum Up: £933.01, Cash: £981.70. Total £12,646.66

c) Invoices paid since last meeting: C.Elliott Electrical £1824, Caffi Wenallt £60, Lloyds Coaches £580.

d) Approval of payments for August invoices: Paint for Games Room £58.45, Cleaning supplies £55.08, Bar supplies £581.46, Cleaning services £175.70, Clwb Ardidwy lunch £65, Hallmaster annual subscription £309.00

e) Payments made on debit card since last meeting: Bar supplies £245.65, Spare dart parts £11.96, Clwb Ardudwy biscuits and bingo prizes £18.34, Chalk pens £11.06

f) Approval of payments due before next meeting: Advance approval of the following expected invoices: EDF, Noson Allan and Caffi Wenallt

g) Bank Access update: Treasurer absent - no update available

h) Review hire rates: A lengthy discussion took place regarding the current hire rates. It was agreed that the hourly rates would remain unchanged for the time being. However, if oil prices do not decrease, the Committee will consider introducing a separate heating surcharge, as some groups do not use the heating or only require limited heating.It was agreed to increase the day and evening hire rates. The Secretary will update the price lists accordingly, with the new rates taking effect from 1 October.

5. Maintenance and Improvements.

a) Village Hall signs and Notice boards: Sian agreed to contact Sign creations to design the signs and Annwen about ordering the new noticeboard for the bus stop.

b) Fire Risk Assessment: The Committee accepted the quotation for the works identified in the Fire Risk Assessment, including fitting a new fire door on the stage, making adjustments to the existing doors as recommended in the report, and fitting an automatic closing mechanism to the main hall door, linked to the fire alarm.
It was also agreed to purchase two doorbells and three alarms for the internal doors. These measures are intended to prevent the three doors that are regularly wedged open from being left open. The doorbells will provide an alternative means of access without the doors needing to remain open, which will also help to retain heat within the hall.
The Secretary will write to all hall users once the works and equipment have been installed, informing them of the new arrangements.

c) Cafe: The plans were discussed, and agreement made to go fully commercial as it would last longer if financially possible. Nia and Gwynfor to speak to kitchen designers for new plans.

d) Stabilisation works: Kitchen/porch roof discussed again as 1 more quote needed. Nia to arrange.

e) Heating Oil: As the cost of oil was still high it was agreed to hold off as still plenty in the tank.

6. Grants

Community Facilities programme: Sian reported that she and Heather had met with two representatives from the Welsh Government regarding the proposed works. They advised that the application was thorough and, as a result, they had no further questions. The Committee was informed that the application would be considered by a panel at the end of the month. If approved by the panel, the next stage would be for the application to be passed to Sioned Williams, Cabinet Secretary for Social Justice, for a final decision.

Welsh Water: Heather reported that an outcome is expected by 30 September.

One Stop: It was reported that the grant was now open for applications. However, for Dyffryn, the guidance stated that applicants should contact the store manager before completing the application form. The Secretary agreed to contact Shan to discuss the application.

Co-op: It was reported that the grant was now open for applications. The secretary agreed to look into this.

6. Groups & Bookings

Batala: Reported that Batala were returning later in the month. All agreed now was a good time to send the apology letter in relation to the noise complaint and advise the neighbours that the booked sessions can be seen on the online calendar.

Line Dancing: Enquiry received about a potential booking for line dancing - taster session booker for 20 September.

Elves: Booking received for 10 December for use of the Hall to pack the hampers. It was discussed that the Hall is unable to provide the use free of charge, as the Hall itself is a charity and needs to cover its running costs. It was suggested that they approach the Community Council to see if they would be willing to cover the cost of the Hall hire.

Youth Club: Nia confirmed the Youth Club were returning 8 September until Christmas.

7. Events

Celt: All agreed it was a successful event, with the bar taking at £987.50 giving the Hall funds a good boost. Received a lot of requests to book another Welsh band for early next year.

Debfib course: New date of 12 September. Good response to places.

Car Boot: Proving popular with the next one on 13 September with a pop-up cafe.

Meirion Williams: 26 September - Jen busy organising with singers and catering. Sian, Ed and Heather confirmed being available to help set up and help on the night. Heather confirmed the TEN was in place for the bar.

8. Correspondence

[redacted] – Complaint Regarding Social Media Post: Complaint received from [redacted] regarding a social media post in which [redacted] was named. In the Chair's absence, Sian advised the Committee that the Chair had reviewed the complaint with the Vice-Chair and, following consultation with each of the Trustees, had issued a response. However, [redacted] did not appear to be satisfied with the outcome. As the Committee had already considered the complaint in accordance with the Village Hall's Complaints Policy it was agreed that no further action was required, as the post had not been made by or on behalf of the Village Hall and agreed the

matter fell outside the Hall's remit. As the [redacted] of the social media group, [redacted] could choose to remove the post or contact Facebook directly regarding its removal.

Breese Gwyndaf: It was agreed to proceed with the small claims action, as the Snooker Club had still not disclosed the whereabouts of the table. The Secretary will respond to the solicitor accordingly.

10. Any Other Matters

a) Social Media: It was agreed that individuals causing ongoing friction would be prevented from commenting on the Hall's social posts. The Committee noted that this was one of the reasons for setting up the Hall's Facebook page, as the Hall's previous Facebook presence was a group that had become a negative space and was not serving the Hall's interests.

11. Date of Next Meeting: Monday 5th October, 7:30

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 05/05/2026 27/07/2026	Add additional bank signatories	Ffion added. Heather and John Ceri still pending 02/02/2026. Ffion to contact Pwllheli Branch for assistance 05/05/26 Heather added 27/07/2026	Ffion	
15/07/20252 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 07/10/2/025 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	Sian to ask CC if enough	Sian	

Date	Description	Status	Assignee(s)	Closed
05/05/2026 06/07/2026	new phone number and website Quote now received from Sign Creations	money available on CC Grant application to include updating the signs. Funding successful - Sian to liaise with Sign Creations on colour and design 06/07/26		
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 02/02/2026 07/04/2026 05/05/2026	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 Removal started 05/05/2026 Two planters remain 06/07/2026	Heather	
05/01/2026	Charity Status	Explore options	Heather	
02/02/2026	Bollard and hall fence	Ed to get quotes	Ed	
07/04/2026 05/05/2026 07/09/2026	Snooker Club, unauthorised removal of table, outstanding payments and damage to electrical cables	Instruct solicitor to write to the Club No response - contact solicitor to discuss next steps 05/05/2026 01/06/2026 - Ask solicitor to respond on Trustees behalf due to tone and content of email received 07/09/2026 - Secretary to advise solicitor that the committee wish to continue with the small claims application	Heather	