

Dyffryn Ardudwy and Talybont Village Hall

Trustees | Committee Meeting at Dyffryn Ardudwy and Talybont Village Hall 27 July 2026, 7:45pm

1. Present

Trustee Edward Griffiths (Nedw) (Chair), Trustee Sian Edwards, Trustee Edward Williams, Trustee John Ceri Evans, Trustee Jennifer Yuill, Trustee Sion Ifor Williams, Secretary Heather Williams, Treasurer Ffion Thomas.

Apologies for absence

Trustee Nia Rees (Vice), Trustee Deilwen Anderson, Trustee Beth Bailey, Trustee Gwynfor Evans

2. Approve minutes of meeting held 7 July

Motion to approve proposed by Nedw Griffiths, all agreed.

3. Bank and Financial Matters

- a) Approve payments for July invoices: 4 x Stools (Games Room) £107.35, Pool table part £10, Tess Irvine (Paint touchup) £87.50, Table (Games Room) £77.95
- b) Payments made on debit card & in cash since last meeting: Fire extinguisher stand £21.50, Recycling Bins (Games Room) £24.99, Clock (Games Room) £11.99, Digital score board £95.95, Dart rack £6.99, Pool Cues £66.40, Happy Yoga deposit £50, Games Room lock annual subscription £48, Radio (Games Room) £39.95, Urinal blocks £18.59, Safety signs £13.40.
- c) Invoices paid since last meeting: George Fisher £50, A1 Property Maintenance £200, Snowdonia Fire £360.
- d) Approval of payments due before next meeting: Advance approval of the following expected invoices: Caffi Wenallt, Cleaning Services, Elliott Electrical, Lloyds Coaches.
- e) Bank Access update: Ffion informed the members Heather had now been added, and asked John Ceri to complete the online form to activate his access to the account.

4. Appointment of Chair, Vice-Chair, Treasurer and Secretary

As Edward Griffiths (Nedw) and Jennifer Yuill currently serve as Chair and Vice-Chair of the Community Council, it was agreed, in keeping with tradition, that they would also serve as Chair and Vice-Chair of the Village Hall.

Nedw informed the Committee that there had been no expressions of interest in the roles of Treasurer or Secretary. Ffion and Heather left the room while the Trustees discussed the appointments. The minutes were taken by Sian Edwards.

The Trustees expressed their appreciation for the hard work and commitment shown by the Treasurer and Secretary over the past 12 months. It was unanimously agreed to reappoint both officers, subject to their willingness to continue in their respective roles.

Ffion and Heather were invited to return to the room and were each asked individually whether they were willing to continue in their respective roles. Both confirmed that they were happy to remain in post and accepted their reappointments.

The Trustees thanked both officers for their continued commitment and for their valuable contribution over the past year.

5. Maintenance and Improvements.

- a) Quotes for roof and pointing works of kitchen: Sian Edwards declared an interest and did not partake in the discussion. It was decided to defer making a decision until September's meeting.
- b) Fire Risk Assessment: The report was discussed in detail, and a list of actions agreed.
- c) Games Room: It was reported all the works were now complete and the online booking system was working well. It was confirmed the insurance company had been informed the room was now in use again.
- d) Shipping Container and Outside: It was reported that the roof of the shipping container had been painted with specialist paint and the outside area swept and tidied up. Everyone commented on the great job by A1 property Maintenance.
- e) Emergency Lighting: It was reported that all seven of the old tube emergency lights had now been replaced. It was proposed that the Community Council be asked to settle the invoice from the remaining balance of the first grant instalment for the current financial year. All agreed.
- f) Heating Oil: As the cost of oil had risen again it was agreed to hold off as still over 1/3 of a tank.

5. Grants

The Secretary reported that the application for the £20,000 Community Support Grant towards the cafe had been successful, as had the application for £5,000 towards the subsidence cracking and coping repairs.

With these grants now confirmed, the Secretary was able to complete and submit the second-round application for the Community Facilities Grant.

There was still no further update regarding the Welsh Water grant. The most recent information received was that applications would be reviewed once the situation had settled following the heatwave and the additional pressures placed on the organisation.

6. Groups & Bookings

It was reported that unfortunately the Spanish classes would not continue, and the tutor would try to arrange an evening class later in the year.

The secretary confirmed the coach had been booked for the Clwb Ardudwy trip and that the balance would need to be paid before the next meeting. Agreement made to pay this invoice once it arrives.

The good news that Ti a Fi would return in September was shared.

7. Events

- a) Car Boot: It was reported that the next car boot sale would take place on 16 August. Following the success of the previous pop-up cafes, it was agreed that a pop-up cafe would also be provided at this event.
- b) Defib Training: Due to unforeseen circumstances, the course booked for 25 July had to be postponed by St Johns Ambulance. A new date is expected for September.
- c) Wedding: Jen, Heather, Ffion and Ed confirmed their availability to assist on the day, while Sian confirmed that she would be available to help with the bar set-up on the Friday. It was agreed that a £300 security deposit would be requested, in accordance with the Village Hall's booking terms and conditions for large private events. Jen and Heather will meet with the wedding party to discuss and confirm the final arrangements. Heather to also apply for the Temporary Event Notice (TEN) licence.

8. Correspondence

Community Garden: A request was received from the Community Garden to use the Village Hall car park on 8 August. The Trustees agreed to the request, as there were no bookings at the Hall on that date. The secretary will respond.

Valuation Office: Form received to complete regarding rent, lease and ownership information for the hall. The secretary agreed to complete it.

Batala: An email was received from the Batala Group regarding the noise complaint. The Group explained the circumstances surrounding the previous noise complaint in 2023 and the outcome of Gwynedd Council's investigation. They also offered to write a letter of apology to the neighbouring residents, acknowledging that the doors and windows had been left open due to the exceptionally hot weather.

The Secretary confirmed that Gwynedd Council had verified the circumstances of the previous complaint and investigation.

It was agreed that the Batala Group could write a letter to the neighbours, with the Secretary providing a covering letter on behalf of the Village Hall Trustees.

10. Any Other Matters

- a) Cleaning: Cleaner would be away 7-11 August. Nedw volunteered to look after the hall in her absence.
- b) Meirion Williams: Jen reported that the grant application submitted by the Community Council for £500 towards the concert had been successful. Jen would get a quote for hiring a piano for the event.
- c) Policies: Reviewed. Secretary to amend as discussed and update website.

11. Date of Next Meeting: Monday 7th September, 7:30pm

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 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	
15/07/2025 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	

Date	Description	Status	Assignee(s)	Closed
02/09/2025 05/05/2026 06/07/2026	Hall signs need updating with new phone number and website Quote now received from Sign Creations	Sian to ask CC if enough 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	Sian	
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 06/07/2026	Paint Container	Container roof needs painting to prevent rot Quote to be requested from Alfie Hudson - 06/07//2026	Ed & Nedw	27/07/2026
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	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	Heather	