Neuadd Bentref Llanddona Village Hall

Pwyllgor Committee Meeting

23 August 2021 at 7pm

**Minutes**

**Present:** Dayle Evans, Rhian Hughes, Pat Hughes, Josi Land, Sarah Walczak, Paul Bishop, Miriam Williams,Hanna Baguley, Lesley Hawke, John Hawke

**1. Apologies:** Iain de Wit, Robert Macaulay, Helen Abel, Kate Gwilliam, Ann Roberts, Dot Haselgrove, Dave Haselgrove

**2. Minutes of Last Meeting.** It was pointed out that “Folfre Trust” should be “Foyle Foundation”. The fact that Rhian requested that John look for an alternative insurer was inadvertently omitted. The minutes will be revised to reflect the aforementioned points and re-issued as Rev. 1.

**3. Finances**

* *Bank Balance* - £31,806.34
* *Tractor Rally* – raised £543.01 in cake sale
* *Flogas* – Josi has received a letter stating that the rate is going up by 0.08 pence in August 2021. The current rate we are on is fixed until March 2022. **Josi will contact Flogas to confirm we are on the fixed rate.**
* *Insurance* – we have accepted the quotation from Allied Westminster commencing at midnight August 23rd. The rate is £1,117.48 per annum for a fixed period of five years. Should we wish to cancel the insurance within the five year period we would only need to pay the discount.
* *Finance Subcommittee* – Paul expressed his view that maybe the Income Generation/Finance Subcommittee is not yet required and that it should stay within the realm of the full Committee. Pat explained that she felt that it was important that this Subcommittee start now and given a greater focus. Paul proposed that the terms of reference be brought to the Committee for approval. **Pat will prepare the terms of reference**.

**4. Discussions re-printer**

* The type and use of a printer for the Village Hall was discussed and no decision made.

**5. Plan for the Hall**

* Paul suggested that we use a facilitator to help with generating a plan that all trustees can agree with. Miriam will search for a suitable person and set up a training day in November. It was also suggested that we set up a first aid training session.

**6. Volunteers**

* The Chair has not progressed this. A request will be placed on Facebook for more volunteers.

**7. Use of the Hall**

* The following activities are booked to use the premises:-
  + Table Tennis Group – Mondays
  + Church Group – Sundays 10:30 – 13:00
  + Hartworks Painting – Wednesdays from 22/09/2021 for 2 hours
  + Crossroads Group – Alternate Wednesdays from 15/09/2021
  + Yoga – Tuesdays 10:00 to 11:30, Fridays 19:00 to 20:30 and Saturdays for children 14:00 to 14:30

A meeting has been set up with the person who teaches Willow Weaving.

**8. AOB**

* Sarah pointed out the Natasha’s Law comes into effect in October so we must be prepared to give detailed ingredients information for all food sold in the hall, and especially for take-aways which by their nature are wrapped.
* Vice Chair suggested that we put on an event on 5/09/2021 to help Afghan refugees with donations of money, toiletries and sale of tea and cakes.
* The Chair indicated that she had received a statement from Rural Development Wales showing we owe them circa £5,000 due to an overpayment of the grant received for part of the refurbishment of the Hall. She stated that she had been unaware of the situation and since receiving the statement had been unable to contact anyone. This will heavily impact our finances so an appeal is necessary.

------End of meeting-----

**The next monthly meeting will be held on Monday October 4th after the AGM in the Hall**