Neuadd Bentref Llanddona Village Hall

Pwyllgor Committee Meeting

18 September 2018 in the Village Hall following the AGM

**Minutes**

**Chair of the meeting:** Jean Matthews

**Present:** Committee members Jean Matthews, Amy Hayes, Carys Roberts, Helen Abel, David Haselgrove, Simon Hunt, Robert Macaulay, Peter Sterndale-Bennett, Miriam Williams, Sarah Walczak, Nicky Thomas, Andrew Perrott; community members Selwyn and Mary Jones, Clare Hay, Jayne and Jim Ryder.

**1. Apologies.** Committee members Rhian Hughes, Hanna Baguley, Ann Roberts, Dot Haselgrove, Irene McTeer, Kate Gwilliam.

**2. Minutes from the last meeting.** Approved as correct.

**3. Matters arising (that are not listed below)**

* Rhian to try to set up meeting with the County Council Archives for September—ongoing.
* Sarah to register the Village Hall with the Arts Council of Wales—ongoing.
* Charity Commission Annual report (Amy)—ongoing.

**4. Grants**

Big Lottery grant.

-Press release and Open Day for volunteers was to be arranged Sept 3rd if it suited contractors—this took place on the date; quite a few volunteers attended. The press release has appeared in the Bangor and Holyhead Mail, and the BBC is coming on Thursday.

-Jean will be officially starting up the BL grant soon.

Welsh Government grant. We have successfully submitted invoices to be paid totaling over £100k.

Garfield Weston. Amy was to check our records for the 2014 offer letter—this was not found. Simon sent them the press release, which they acknowledged and said they look forward to our final report.

Isle of Anglesey. An invoice was submitted yesterday.

Horizon Energy. The payments appear to be relatively easy administer. The money will cover costs following the contract work, e.g. decorating costs.

**5. Purchase of the school**

Solicitor was to finalise the paperwork for the sale— the sale was completed on 15th August, but there still is some paperwork for the solicitor to complete.

**6. Refurbishment of the School**

Buddleia and vegetation was to be cleared and grass was to be cut before contractors start—a group of Committee and community volunteers did this.

The school keys were to be sorted with Ada’s help—the spare keys that the Council were to leave in the building are missing; we will change the external locks. All the keys hanging in the office are internal keys. Still can’t find the Calor gas key. **Action: Peter will get a new lock for the Calor gas and will remove the old one.**

School’s alarm system—Snowdonia fire have been there twice. Smoke alarm is working. **Action: We will check with Rhian about progress with the burgler alarm.**

State of the old computers at the school—These have been moved to the hall.

Dishwasher—A domestic dishwasher may be available, but we won’t pursue it as we need a commercial dishwasher.

Start date for contractors—We don’t know yet; the contract is still under negotiation. We are still trying to reduce the price, and the contractors have 5 outstanding queries. It should be sorted this week. Work should start next week. The original contract was £88,000+VAT; we expect the changes will reduce it by £5,000-10,000. The expected duration for the work is 8 to 10 weeks.

Colour of the building: Planning specifies that the new external colour has to be approved by the |Council. The contractors will supply colours based on its current colour unless we specify otherwise. After discussion we decided to stay with blue. We’ve asked for breathable paint.

**7. Selling old hall**

Notification to Charity Community (Amy)—ongoing.

We discussed the valuations and advice we have received from the following estate agents:

-Beresford Adams

-Purple Bricks

**-**Morgan Evans

-Goodwin & Williams

-Alan Southall of Grwp Cynefin, who developed the Llansadwrn village hall site.

After discussion, we decided to sell it by auction with Goodwin & Williams. One advantage they offer is that because it is a community building, the fees will be charged to the purchaser. They had offered to set up an “overage”, where we would get a percentage of any increase in value that comes with planning permission granted after the sale. But we decided not to take them up on that because it will complicate the sale We believe that by keeping it simple it will maximise interest in the property.

**Action: Amy will forward to Robert the information that Goodwin and Williams has sent us; Robert will follow up on it.**

**8. Proposed private loan**

Our solicitor, Huw Griffiths, was to draft the terms of the loan for the Committee to consider—this is in progress.

**9. Fund raising plans**

Gift aid application – figures are noted in Treasurer’s report presented at the AGM (and attached below).

CAF loan that Alwyn mentioned Beaumaris has received—Carys will contact Alwyn about that.

Grant Applications:

Greggs, Waitrose, Tesco, Blakemore, Morrison’s, WH Smith—applications have been submitted.

Welsh Water (Hanna)— ongoing.

Electric Mountain/First Hydro—We have heard that they plan to give us some money, and we have sent an inventory of kitchen and office items they could fund. We await their final decision.

Menter Mon funding for Community Hubs—Simon to contact them.

**10. Treasurer's report.**

See report (attached) that was presented earlier in the evening at the AGM.

**Action: Peter to meet with Calor Gas tomorrow (rescheduled from today); we will compare their price with the offer from Flogas.**

**11. Recent and upcoming activities**

Saturday 25th August— Horse and Pony Show: Village Hall cake stall made £180.

Monday 27th August—Sandcastle competition. Start time: 2pm; judging at 3pm. Attendance: 65 people (16 teams) including 33 children. £19 collected.

Tuesday 18th September, 7pm—AGM. 5 members of the community attended.

27th October 10-12noon—Autumn Apple Fair.

Chrismas Fair- Date to be determined. It will depend on the Pensioners’ dinner.

**12. Any other business.**

Puffin October deadline. **Action: Andrew will adapt the press release.**

Big Lottery media training. **Action: Andrew will RSVP and attend.**

Jean wrote a letter to our solicitor on Committee’s behalf about things we think should not have been taken from the school. We will see what advice the solicitor has. **Action: Helen will forward to Jean the PTA letter that she has.**

**Date of next committee meeting: 7pm October 16th 2018 in the Village Hall.**

Meeting closed at 8.35pm.

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**Treasurer’s Report AGM September 2018**

The balance of monies in our CAF account stands as at £46,902.48 as of 13th September 2018.

Grants:

We have been successful in obtaining a number of grants this year. The bank account has received the following monies from the listed Grants:-

£20,000 from Garfield Weston (total awarded)

£27,612 from our Welsh Government Grant of the £128,000 awarded

£3,124.58 from Anglesey Charitable Trust of the £45,000 awarded

Another successful ‘Drwy’r Oesoedd Llanddona Through the Ages’ event was held in April and we have spent our grant of £1998.

The cleaners wages, all utilities and insurances continue to be paid monthly via bank transfer and 99% of our payments are bank transfers rather than payments by cheque.

The electric suppliers and water suppliers of the school have been informed of the change of owners at the ‘Old School’. We have changed electric suppliers from SWALEC to Scottish Power and the water continues to be supplied by Dwr Cymru/ Welsh Water. Discussions are still ongoing with regards to the gas supply for the school with Flogas and we are looking for quotes from other suppliers to get a competitive rate.

We have submitted our running costs grant application to Ynys Mon before the deadline date of 10th August 2018. Documents were hand delivered to the offices on the 23rd July. Submission date for the running grant has changed and was required later than last year. That submission date was 28th July but the previous year submission date was 19th August.

We submitted a claim for Gift Aid on donations of £7,927.00for this last year. A total of £1,928.81 was received on the 4th September 2018.

The accounts were once again checked by Lotti Summers Ltd in Beaumaris and a copy of our Accounts are attached.

**Carys Roberts**

**Treasurer**

**16th September 2018**