Neuadd Bentref Llanddona Village Hall

Pwyllgor Committee Meeting

20 November 2018 at 7pm in the Village Hall

**Minutes**

**Present:** Rhian Hughes, Jean Matthews, Simon Hunt, Alwyn Rowlands, Carys Roberts, Irene McTeer, Helen Abel, Nicky Thomas, Ann Roberts, Miriam Williams, Robert Macaulay, Andrew Perrott, Sarah Walczak, Peter Sterndale-Bennett, Amy Hayes.

**1. Apologies:** Hanna Baguley, Kate Gwilliam.

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

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

* Sarah to register the Village Hall with the Arts Council of Wales—**Action: As we will be busy with starting up the school building, Sarah will cancel the June “From here to Absurdity” booking and will enquire about postponing a year.**
* Notification to Charity Commission that we are selling the hall (Amy)—done. **Action: At the end of the week or early next week Rhian will contact our solicitor if she hasn’t heard back on the certificates etc needed for sale.**
* Charity Commission Annual report (Amy) —ongoing.
* Proposed private loan. Jean was going to remind the solicitor—she sent email but has not heard back. **Action: Rhian will ask solicitor when she next sees him.**

**4. Selling old hall**

Clearing of the hall. Gwennan of Williams & Goodwin said that prior to the auction on 6th December, we need to clear the hall of everything not included in the sale. Rhian investigated storage containers, and Mon Caravan seems to be best. Alwyn said the computers could go to the Beaumaris Canolfan. We need to check with Kate about the pianos. We need to arrange dates to sort through everything. Our volunteers could perhaps help with removal. **Action: Rhian will contact Gwennan and confirm what needs to be done before 6 December, and discuss our use of the hall after the sale. Thereafter we can arrange dates to sort and clear hall, and notify groups that use the hall how long it will be available. Rhian will also contact Mon Caravan.**

Auction. Williams and Goodwin advised that we might want to lower the asking price range during the final weeks before the auction in order to maximise interest. We also need to give them our reserve price. We discussed these issues, and the outcome of the discussion has been minuted by Amy, however will not be circulated with these minutes as the discussion must remain confidential until after the auction. We also decided that Rhian, Robert, and Peter will attend the auction and that while they will be guided by the reserve price we have decided upon, they will have authority to use their discretion regarding sale price on the day. **Action: Rhian will get more information from W&G about what services they would provide for selling the hall if the hall does not sell at the auction.**

**5. Refurbishment of the School**

We signed the contract with the contractor last week. Contractors start work on Nov 23rd.

Simon and Jean also visited the school with both the County Council’s and the contractor’s heating engineers. The situation isn’t as bad as first thought because it turns out that some of the missing components were removed when the system was changed prior to the school closing. But the pump is still broken and the boiler may be. The next step is that the contractor’s engineer will check the system; the high cost for this (£3,500) is due to the plumbing and wiring that need to be connected first and testing the boiler.

The Council has agreed to replace the projector and white board and is looking for a kitchen sink for us. We will get rid of the deep fat fryer from the kitchen, as we decided to remove all gas from the kitchen and use electric.

Insurance. Currently our policy with Aviva covers both our buildings, but we do not yet have a policy to cover the contractor’s works. Peter summarised the information provided by our insurance brokers (Access). We have three options for covering the new building and the works on it. We can stay with Aviva, who can cover the works for free; this is least expensive but has limited coverage. We could purchase very comprehensive specialist works coverage from HSB, but this is very expensive. We could purchase a policy from Ansvar that would cover both the works and also the building, in which case we would drop the school building from our Aviva coverage. Ansvar have the advantage that they have policies for charities, and can cover us once the building is occupied. They also would provide a survey that can aid with our future risk management. This has a price that is less than the HSB policy, but has good coverage, and was deemed by Access to provide a good balance between price and cover. The Committee agreed to purchase the Ansvar policy. **Action: Peter will set up the Ansvar policy for 23rd Nov**

**6. Grants**

Big Lottery grant. Jean hasn’t yet started it but will soon.

Welsh Government grant. They have said that we can re-profile it if we need a bit more time. Carys reported that the current claim for the cost of buying the school has been marked invalid. **Action: Jean will follow that up.**

Horizon Energy. We have done a publicity photo shoot with them.

National Grid Application (Amy). This grant can be submitted any time and awards are given monthly. There are two tiers of awards, with a maximum of £10k or £20k, depending on how the applicants are affected by the National Grid’s work. **Action: Amy to call them and ask which category our group falls into, and will write grant this week.**

Isle of Anglesey Charitable Trust. We are going to ask for an extension of their grant offer. We originally asked for £90k and received only £45k, and now that we have an unexpected deficit in funds, we will ask if they may be able to increase their grant to us.

**7. Fundraising plans**

Rhian was to ask Alwyn about Menter Môn’s Ynys Môn Enterprise forum— Alwyn was present and described the forum for us. It consists of 8 community groups including the Canolfan in Beaumaris. It is a useful group to be a part of because the groups share information. Additionally, the groups can be stronger when operating as a larger group, e.g. they are working to get better prices on insurance by offering a company the business of all 8 of the groups. He wants to formalise the group as a forum, and make a bid of £1million to the Isle of Anglesey Charitable Trust. There is a meeting with all forum members on 3 Dec at Iorwerth Arms, Bryngwran. Jackie Lewis from Menter Môn heads it up; Alwyn offered to ask her to invite us. He also suggested that we contact Mike Williams of Wales Coop for help with our project, e.g. to help with setting up a business plan. **Action: Rhian will plan to attend the forum meeting and to contact Mike Williams.**

Ongoing applications: Welsh Water (Hanna)—ongoing; Menter Mon Community Hubs funding (Simon)—ongoing.

Update on volunteers. Nicky met with Vicky Cepel about internet-based funding drives; they were not able to open accounts because they already have other paypal accounts. We decided to stick with BACS as a method for collecting donations electronically. Nicky also met with Lesley Percival; she has a lot of ideas for fundraisers which she (Lesley) will follow up.

Boxing Day swim in the sea as a fund raiser. Nicky reported that the poster is done. **Action: Nicky will send poster around for translation.**

Rhian was going to write a notice for the Puffin advertising fund raising—it went out, it included a flyer. Colin at Beaumaris printed it. Flyers for distribution will be completed at the end of the week. **Action: Volunteers needed to distribute the flyers.**

**8. Treasurer's report.**

Carys received a message from Carol Snowden that £952.66 is to be paid into our account this week for the revenue grant.

Current balance: £67,684.20

**9. Recent and upcoming activities**

27th October—Autumn Apple Fair proceeds and attendance: £327; about 100 people attended.

1st December, 10am-12noon – Christmas Fair. Advert has been posted on facebook and in newspaper. Jean will ask choir if they would like to participate.

**10. Any other business.** Alwyn is putting together a low carbon energy project; he will include our project. It could provide things such as installing electric charging points at the old school.

**Next meeting: Tues 11 December 2018, 7pm. PLEASE NOTE: THIS IS ONE WEEK EARLIER THAN OUR USUAL MEETING WEEK. ALSO, IT MIGHT BE HELD IN MAES GWYN. Alwyn will check to see if he can book us into Maes Gwyn.**