Neuadd Bentref Llanddona Village Hall

Pwyllgor Committee Meeting

11 December 2018 at 7pm in the Village Hall

**Minutes**

**Present:** Amy Hayes, Carys Roberts, Simon Hunt, Peter Sterndale-Bennett, Sarah Walczak, Andrew Perrott, Jean Matthews, Miriam Williams, Hanna Baguley, Rhian Hughes.

**1. Apologies.** Helen Abel, Ann Roberts, Nicky Thomas, Kate Gwilliam, Robert Macaulay.

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

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

* Sarah to cancel the “From Here to Eternity” and enquire about postponing a year—Ongoing.
* Rhian to check with solicitor regarding progress with certificates that the Charity Commission noted are needed for the sale of the hall— The solicitors have not indicated any problems with the certificates and also confirmed that they would write into the conditions of sale that the transaction will be subject to obtaining the Charity Commission's consent if it turns out the purchaser is a connected person. Regarding that, if any Trustees have a financial connection to the buyers, Dilys and Glyn Williams, this must be declared. **Action: Amy to send an email to all Trustees asking them to make a declaration if a financial connection with the buyer exists.**
* Charity Commission Annual report (Amy)—Ongoing
* Rhian to ask solicitor about the proposed private loan— this is no longer needed given the sale of the hall. The Committee expressed our thanks to those who generously offered to make the loan, Jean Matthews, Simon Hunt, Robert Macaulay, and Andrew Perrott.

**4. Selling old hall**

Auction. Rhian was to get more information from Willams & Goodwin about what services they would provide for selling the hall if the hall does not sell at the auction—done; had the hall not sold, there would have been no additional charges and the original arrangements would continue, i.e. the purchaser would pay the Estate Agents fees. It would have been put back to Auction for February, again with 6 weeks marketing.

Documenting the decision process for selling the hall.

- In November W&G suggested that we might want to drop the asking price from the current listing of £35k - £45k in order to generate more interest. At the 20th November Committee meeting we agreed to drop the asking price as recommended. We also agreed to set the reserve price at £25k, and we agreed that Rhian, Robert, and Peter would attend the auction and would have discretion to adjust the reserve price as they saw fit on the day, given level of interest. These values were not circulated previously in the minutes to maintain confidentiality until after the sale. Following our 20th Nov Committee meeting, Gwennan confirmed that she strongly agrees with the decision to drop the asking price to £25k - £35k, to generate maximum interest in the property.

- At the auction the property sold for above the reserve price and so discretionary decisions were not required on the day.

**Action: Rhian to post a notice on facebook that the hall has been sold, and to local buyers.**

Clearing the hall.

- Rhian found out from Gwennan that we will own the hall until 3 Jan 2019.

- Rhian received a quote for a storage container from Mon Caravan: £307.20 for 3 months (includes VAT) and £10 plus VAT per week thereafter. **Action: Rhian will arrange with them to get the container delivered.**

- It has been confirmed that we can keep computers at Canolfan Beaumaris.

- The groups using the hall have been notified that they will no longer be able to use the hall and they have arranged alternatives. Our cleaner has agreed to continue working at the school once it is open. We decided to pay her full wage for December and half wage for the weeks that no cleaning is required until the school opens. **Action: Carys will notify the cleaner.**

- We agreed to begin sorting and clearing as soon as possible. **Action: We will start clearing on Sat 15th Dec at 11am. Rhian will ask Nicky to email the volunteers asking if anyone can join us on Saturday. Hanna offered to work evenings, if need be, if others available.**

**5. Refurbishment of the School**

Insurance.

- Peter was to set up the Ansvar policy for 23rd Nov— done

- Revised Insurance arrangements as the Old Hall is now in first stage of sale. Peter summarised options, and we agreed to continue our full insurance (contents, employers’ liability, public liability) i.e. we will leave our current cover in position until Jan 3rd. **Action: Peter will investigate how we can insure the contents of the storage container on the school site.**

The supply of energy to power central heating. We confirmed that we are moving forward with the current heating system (gas) and don’t need to investigate oil options. Peter saw Caligas on site, he has spoken with someone from Gas Solutions, and he has the contact for Flogas. **Action: Peter to gather rates information from the three gas companies.** We recently purchased £325.57 worth of oil for the old hall, which we won’t be using. **Action: Dave to look into what can be done about the oil, e.g. can it be sold back to the provider.**

Boiler from the hall kitchen. **Action: Rhian to check with new buyers as to whether we can take the boiler to the school.**

Contractors’ have started work.

- Alwyn the engineer is working on boiler including replacing parts. Soon he will be able to test the system.

- We are getting close to finding out how much the contract will cost. We have removed exterior decorating in order to fund the boiler investigation and repair. Also Simon and Jean are working on figuring out what we can reinstate into the works. Volunteers have offered to pay for the paint for the outside and the inside. We can use Wylfa money for platform and other indoor decoration costs.

- The contractors have asked if we want the infants’ toilets, cubicles and doors to be saved so that we can sell them. We decided that we will try to sell them.

- Hanna will ask the contractors if she can go onto the site to take photos of the progress for publicity and grant purposes.

**6. Grants**

Big Lottery grant. Jean was planning to start up the grant—it has now been activated.

Welsh Government grant. WG paid us the money needed to pay back our loan from Ynys Mon for the purchase the school. We then paid YM, and they have confirmed that they received it in advance of the loan due date of 13th Dec.

National Grid Application. Amy gathered information from National Grid and from Carwyn, and it seems we are eligible to try for the £20k level grant. Work on the application is in progress. We discussed what items we should request funding for and decided on the following list: lead flashing; flat roof renovation; conversion of toilets to store room; minor repairs to the office, old library and classroom; and installing kitchen equipment (the minor repairs to rooms and the installation of kitchen equipment are not in the contract).

Isle of Anglesey Charitable Trust. The request has been submitted for an increase to the value of grant we received from them. The decision meeting is tomorrow.

**7. Fundraising plans**

Ynys Môn Enterprise forum on 3rd Dec. Rhian and Sarah attended with Alwyn, and met with Jackie from Menter Môn (she had also helped us get the WG grant). We will be put onto their email list and receive updates. It is a mentoring programme, and we might be paired with a group in Blaenau Ffestiniog.

Community funding from the owners of the masts in Llanddona. Rhian has sent Alwyn information about our request, in 2016, for community support money from Arquiva, who own the BBC mast. We never received a reply from them in 2016. Alwyn will ask Albert Owen to pursue this. Also we still don’t know who owns the police mast; Alwyn has written to the police commissioner to find out.

Treasurer’s post. Alwyn is checking with someone who might be able to take over the Treasurer post. We also will ask our volunteers if someone might be willing to take up the Treasurer’s post, or smaller parts of the post, e.g. handling gift aid. **Actions: Rhian will ask Nicky to send out a message to volunteers about the Treasurer’s post. Rhian will also ask Nicky to ask the volunteers if anyone would like to be in charge of organising the volunteers.**

Lesley Percival’s fundraising ideas—Ongoing.

Translation for Boxing Day Swim poster—poster has gone out.

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

Young Farmers grant. **Action: Rhian will enquire about applying.**

Flyers to be distributed to the village. **Action: Hanna will deliver to Wern.**

Hanna suggested we post on facebook a notice similar in content to the flyer requesting volunteers and donations, but that is briefer and will grab attention. **Action: Hanna to prepare a notice for facebook.**

We discussed that we could post on facebook some more pictures of the last event at the hall. **Action: Has someone volunteered to post photos?**

**8. Treasurer's report.**

Balance as of 10th Dec £55,002.45 which includes Christmas fair £760.31, donations £370, YM running costs grant £952.56.

We have paid Ynys Môn for the school.

We will receive £500 from the Community Council.

We have received a donation of £60, to be deposited.

**9. Recent and upcoming activities**

1st December Christmas Fair— takings were £760.31and attendance approximate 140 people.

**10. Any other business.**

Irene McTeer stepped down from the Committee in November. The Committee are grateful for her service.

The Committee thanked Gill Cheverton for the enormous amount of work that she did in past years that contributed to the smooth sale of the hall. Among other things, she registered the hall with the Land Registry, which was an involved process because we do not possess the original deed. Our solicitors noted the thoroughness of Gill’s work and documentation, and without it the current Committee would have had a heavy burden of legal work to accomplish on top of our many other activities.

The Charity Commission now requires that each Trustee submit a contact email address and phone number. **Action: Amy will gather contact information from the Committee.**

**Next meeting: Tues 15 January 2019, 7pm. Location: Hub in Maes Gwyn.**