
Llandinam Village Hall Committee

Date: Tuesday 9th December 2008
Time: 19:30
Location: The Library, Llandinam Village Hall

Present

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| B Allen (chair) (BA) | S Jackson (SJ) |
| M Jones (MJ) | G Jackson (GJ) |
| P Freeman (PF) | A Meyrick (AM) |
| C Eatherton (CE) | J Sloan (JS) |
| R Davies (RD) | K Lewis (KL) |
| T Forrow (TF) | J Jones (JJ) |
| W Gwalchmai (WG) | W Jones (WJ) |
| B Matthews (BM) | A Reardon (Secy) (AR) |
| M Stephens (MS) | |

Apologies

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| H Higgs (HH) | J Garrard (JG) |
| K Morgan (KM) | |

Minutes

| <i>Agenda Item</i> | <i>Main Points, Conclusions/Discussions, Decisions, Next Steps</i> |
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| 1 | <u>Apologies</u> See Above |
| 2 | <u>Acceptance of Minutes of Previous Meeting.</u> Proposed by B Matthews & seconded by T Forrow |
| 3 | <u>Matters Arising</u> <ul style="list-style-type: none">➤ Amendment to minutes of last meeting – the Air Ambulance event raised £840 not £140.➤ PF – Children and young persons policy still needed. Needs writing as policy and adopting at future meeting.➤ BA - Lighting on stairwells discussed with KL – in hand.➤ John Hollis contacted regarding clarification of licensing act and village hall. |
| 4 | <u>New Constitution</u> <ul style="list-style-type: none">➤ Proposed by PF, and seconded by BA “That the committee use the power provided by section 74D of the Charities Act 1993, as amended by the Charities Act 2006, to replace clauses 4 to 19 in the scheme of 28 May 1986 (attachment 1) with clauses 4 to 20 (attachment 2) and the consequential renumbering of clauses 20 through to 28 in the scheme as clauses 21 to 29.” |
| 5 | <u>Financial Report</u> <ul style="list-style-type: none">➤ TF presented the Financial Report.➤ Accounts complete and being sent for ratification.➤ Thanks to SJ for help with accounts.➤ Confirmed that Jeremy Pryce donated £200 and a lamp has been purchased and will be installed on the 13th December 2008. |

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| | <ul style="list-style-type: none"> ➤ Lighting equipment returned and monies re-imbursed. ➤ Thanks passed to treasurer from RD and the committee. |
| 6 | <p><u>Correspondence</u></p> <ul style="list-style-type: none"> ➤ Letter from Women’s British Legion. ➤ John Pryce formally stands down from committee. BA has contacted Community Council for another representative to be nominated. ➤ Food Safety. No contraventions and therefore no actions. Same inspector visited CE’s house and passed with flying colours. Stated no further check would be necessary. <ul style="list-style-type: none"> ➤ Thanks to TF and BA for help in cleaning kitchen in preparation. ➤ Although unlikely there will be future inspections, need to ensure that the kitchen is kept up to cleanliness standards. |
| 10 | <p><u>Chairman’s Memoranda</u></p> <ul style="list-style-type: none"> ➤ BA had meeting with Llanfair Caereinion Institute and they have agreed to pay £100 for kitchen equipment. ➤ Calor Village of the Year – Llandinam won the ‘People’ category and were presented with a certificate and £500. Meetings on 11th December to discuss use of money within the village and work towards next year’s entry. |
| 12 | <p><u>Entertainment Committee Report</u></p> <ul style="list-style-type: none"> ➤ Last coffee morning raised approx. £80 ➤ Christmas Quiz to be held on 12th December with raffle. ➤ Plans for another Games evening in the new year. |
| 15 | <p><u>Maintenance & Development Committee</u></p> <ul style="list-style-type: none"> ➤ Jon Sloan has completed the job on the roof (pictures supplied to committee). All new rafters and any damp wood removed. ➤ Work on kitchen in Ladies Parlour (estimate approx. £300) under discussion. Proposed by BA. Carried ➤ Plans for work on Men’s lavatories. BA had had meeting with Charles Cowan, Architect, with a view to instructing him. Charles Cowan gave his costs as £550 + vat, with an additional £201.14 + vat to be paid to Local Authority. These costs would be in addition to any plumbing, electrical and building works. Gable end above Men’s toilets will also need repairing at the same time. Overall costs still to be calculated. To consider looking for financial support once full costs understood. <ul style="list-style-type: none"> ➤ Proposal to go ahead with works. Proposed by BA. Carried by committee ➤ Proposal to use Charles Cowan’s professional Architect services. Proposed by BA. Seconded by BM. ➤ Notice Boards. One for Community Council in place of ‘Parking’ sign and two for Village Hall located in the porch. Proposed by JS. Carried by committee. JS to obtain estimates. BA to refer location of notice boards to planning to ensure no approval required. ➤ Stage Lighting. Equipment returned and village hall reimbursed. KL has stated that working stage equipment will now be available after Christmas. KL will try to get one unit back before Christmas. BM put forward the suggestion that the hall could hire equipment until the hall equipment is fixed. ➤ Amount of work completed within hall over last number of years has been tremendous and thanks passed to those involved in both the arranging and completion of work. ➤ A number of pictures (including ‘Best Kept Village’ plaques) need hanging in hall. ➤ Heating. Only 4 out of 6 heaters working in main hall. Age Concern has said that if it is cold like the previous meeting they will not come. Two fan units have |

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| | <p>burnt out due to people interfering with controls. BA to arrange for Mike Jerman to come and inspect heaters and possibly fix the two faulty units. Motors to be supplied at half cost as now out of guarantee.</p> <ul style="list-style-type: none"> ➤ New consumer unit for kitchen needs marking up. Will be done with testing inspection. KL to provide costs. |
| 16 | <p><u>Finance & General Purposes Sub Committee</u></p> <ul style="list-style-type: none"> ➤ Williams Gittins and Tomley used by Community Council. Firm of solicitors to be engaged, possibly the firm that John Hollis belongs to. ➤ PAVO to be applied to for Hearing Loop funding. Funding will need to be used within stated timeframes. ➤ Flat keys. Need to ensure that the committee has a set of keys to the flat in case of emergency. ➤ Village Hall Centenary. Proposal to launch the idea of the centenary celebrations at the AGM and to establish a committee. Lord Davies has stated that he would like to be involved in the arrangements. ➤ AGM to be arranged for 4th April 2009 using the same format as last year. To be an agenda item for next full committee meeting. ➤ Suggestion for ceremonial ‘switching’ on of lamp with Jeremy Pryce’s mother. BA to make arrangements. |
| 18 | <p><u>Any Other Business</u></p> <ul style="list-style-type: none"> ➤ Children and Young persons. Anybody supervising children, young persons and vulnerable adults needs to have CRB checks. Gwynfor has written up a form for people using the hall to inform people of their liabilities. To be issued to regular users and adhoc hirers and a signature provided as agreement. ➤ BA and TF have put together a draft copy of the fire procedures for hall users. ➤ Booking form to be redrafted to take above into account. ➤ Newsletter. TF has submitted a diary of events to the newsletter organisers for inclusion. Digest of minutes to be provided to newsletter. ➤ Sensitive items to be marked and removed prior to publication. ➤ Caersws have set up a First Response Team. Llandinam covered by Caersws. ➤ KL – Spare set of keys for snooker room |
| 19 | <p><u>Next Meeting</u></p> <ul style="list-style-type: none"> ➤ Next meeting will be 10th February 2009, 19:30. ➤ Next F & GP meeting will be 13th January 2009, 19:30. |