

# Llandinam Village Hall Committee

**Date:** Tuesday 14th October 2008  
**Time:** 19:30  
**Location:** The Library, Llandinam Village Hall

## Attendees

B Allen (chair)	S Jackson
M Jones	H Higgs
P Freeman	Revd J Garrard
C Eatherton	Revd L Cowan
R Davies	M Rogers
T Farrow	Kevin
W Gwalchmai	A Meyrick
B Matthews	J Sloan
W Jones	J Jones

## Apologies

M Stephens	M Murphy
K Lewis	

## Minutes

<i>Agenda Item</i>	<i>Main Points, Conclusions/Discussions, Decisions, Next Steps</i>
	<b><u>Apologies</u></b> <i>See above</i>
	<b><u>Acceptance of Minutes of Previous Meeting.</u></b> Agreement of last meetings meeting proposed by Kevin and seconded by Mike Jones.
<b>3</b>	<b><u>Matters Arising</u></b> <ul style="list-style-type: none"> <li>➤ Air Ambulance Event raised £740.</li> <li>➤ Licensing – GJ’s view is that it is very clear that any event past midnight incurs another license. GJ’s view that a meeting to try and talk to license officer to try and make these events only count as one would be counter productive at this time.</li> <li>➤ TF – Trustee insurance will only cover against criminal acts. Certain amount of public liability under Village Hall insurance and also Employees liability insurance which covers volunteers.</li> <li>➤ CE confirmed that letter concerning electrical safety check and boiler check was delivered to the flat.</li> <li>➤ CE raised that energy saving bulbs are not ideal on the stairs as you have to wait for them to warm up before any strong light is emitted. BA to speak to KL re: best solution.</li> <li>➤ Re Children and Young Persons. GJ recommended an amendment to the Village Hall usage documents to inform supervisors of their responsibilities. Wording to be provided by GJ. Agreement to be sought at next meeting following review.</li> </ul>
<b>4</b>	<b><u>Finance &amp; General Purposes Sub Committee – Report and Recommendations</u></b> <ul style="list-style-type: none"> <li>➤ Sub Committee investigates and does further investigation but does not make decisions without consulting the full meeting.</li> <li>➤ Sub Committee Digest of last meeting accepted by BM and seconded by TF</li> </ul>

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<b>5</b>	<p><b><u>Financial Report</u></b></p> <p>➤ TF presented the Financial Report (to be provided separately).</p>
<b>6</b>	<p><b><u>Correspondence</u></b></p> <p>➤ Letter from the Community Council re: re-siting of Community Council notice board.</p> <p>➤ Letter to Matt re stage lighting confirming that he was going to re-imburse costs. No response received so far.</p> <p>➤ Poster received from the Sports Council to be displayed in Village Hall.</p>
<b>7</b>	<p><b><u>Village of the Year Report</u></b></p> <p>➤ Decision in October. Two issues received for awards night at Guildhall in London. Recommendation that two people from the Village of the Year Committee should attend. Also recommended that that committee should be reconvened to agree how any monies received should be spent. PF proposed, BM seconded.</p>
<b>8</b>	<p><b><u>Community Council Notice Board</u></b></p> <p>➤ Re-positioning of Community Council Notice Board so that it is fully accessible to the community. Proposed that the board should be put in the Village Hall.</p> <p>➤ New location will need to be agreed with local planning committee as the hall is a Grade II listed building.</p> <p>➤ Proposal to be submitted to the Village Committee for agreement and then submission to the planning department.</p> <p>➤ Also consideration to be given to expanding the Village Hall's own notice board allocation.</p>
<b>9</b>	<p><b><u>Constitution</u></b></p> <p>➤ Constitution needs to be revised and accepted by the committee following clarification of details from the Charity Commission. Revised constitution to be circulated and then decision made on whether to discuss in next meeting or to arrange a special meeting.</p>
<b>10</b>	<p><b><u>Chairman's Memoranda</u></b></p> <p>➤ BA had meeting with Llanfair Caeranion in terms of sharing of information between village hall organisations.</p> <p>➤ March 1912 raised as closest date of Village Hall opening, therefore 2012 will be the centenary year. Committee to begin considering ways of celebrating.</p> <p>➤ Car park marking. Quote accepted - once weather allows, work will be completed.</p> <p>➤ Review of minute layout to reduce printed pages.</p> <p>➤ Highlighted that members do not need to print out entire meeting pack as attachments will always be available at the meeting for review.</p>
<b>11</b>	<p><b><u>Disposal of Surplus Kitchen Equipment</u></b></p> <p>The Llanfair Caeranion Village Hall have expressed an interest in buying the hob, sink and table which is now excess to the hall. BA to agree price.</p>
<b>12</b>	<p><b><u>Entertainment Committee Report</u></b></p> <p>➤ 2 coffee mornings held and approx.£200 raised.</p> <p>➤ 15/11/08 next coffee morning.</p> <p>➤ Christmas Quiz to be held 12/12/08 - £5 for table of 4.</p> <p>➤ Request to committee to all bring either raffle prize or addition to a hamper.</p>
<b>13</b>	<p><b><u>Village Hall Parking</u></b></p> <p>Residents have raised concerns about their vehicles parked near the hall due to the incorrect use of the parking outside. This should be resolved once the car parking marking is completed. To be reviewed once this has been done.</p>
<b>14</b>	<p><b><u>Telephone Numbers</u></b></p> <p>➤ CE was contacted by Severn Trent with regard to a Village Hall flat water inspection. It is unknown how Chris's number was given to Severn Trent.</p> <p>➤ Personal numbers should not be distributed without consent.</p>

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<b>15</b>	<p><b><u>Maintenance &amp; Development Committee</u></b></p> <ul style="list-style-type: none"> <li>➤ WJ reminded the committee that an amount of money was donated by Jerney Pryce after the publication of his first book to purchase a lamp for over the main Village Hall door. Records to be checked for accurate details and lamp purchased.</li> <li>➤ The guidelines for competitive tendering need to be published so the community is aware. Once the constitution is agreed, this needs addressing.</li> <li>➤ RD raised the need to ensure that the village hall business is seen to be open, genuine and above board including decisions regarding maintenance work allocation decisions. Need to ensure that we all understand the processes and ensure they are in the public domain.</li> <li>➤ New constitution to be put on website and displayed in hall which will include procurement rules.</li> <li>➤ Stage Lighting – BA took old dimmer units to KL for testing.</li> <li>➤ PF to speak to Matt to retrieve money for lighting.</li> <li>➤ Update from Jon Jones re: maintenance works. Thanks passed to Jon and other committee members for work carried out with regard to maintenance of the hall by the committee members.</li> </ul>
<b>16</b>	<p><b><u>Village Exhibition</u></b></p> <p>Agreed that the hall should be provided free of charge to the species and habitat group for an exhibition in the hall for a period of time.</p>
<b>17</b>	<p><b><u>Village Fireworks at Lion Hotel</u></b></p> <p>Plea from the Lion for people not dump rubbish on the bonfire as damage caused to JP's digger last year.</p>
<b>18</b>	<p><b><u>Any Other Business</u></b></p> <ul style="list-style-type: none"> <li>➤ Minutes from May 2003 and March 04 minutes Jeremy's donated money. To be discussed at next meeting.</li> </ul>
<b>19</b>	<p><b><u>Next Meeting</u></b></p> <ul style="list-style-type: none"> <li>➤ Next meeting will be 9<sup>th</sup> December 2008, 19:30.</li> <li>➤ Next F &amp; GP meeting will be 11<sup>th</sup> November 2008, 19:30.</li> </ul>