

# Gwehelog Parish Hall

## Minutes of Management Committee Meeting held at 8.45pm Thursday 15<sup>th</sup> July 2021

### Present

Rob Baker - Chairman & Trustee  
Brian Paul – Treasurer & Trustee  
Annis Paul - Secretary & Trustee  
Sue Baker – Covid Officer & Facebook Administrator  
Kay Davies - Member  
John Davies - Member

### Apologies

No apologies

### Minutes of the Last Meeting

The Minutes of the last Meeting dated 9<sup>th</sup> May 2021 was agreed and signed off by the Chairman.

### Matters Arising

Litter Picks, Plant Swaps and Yoga has recommenced subject to Covid Rules and Regulations.  
Sue has checked all Sanitisers, which were full and working.  
Kay will try and complete the stitching of the Stage Curtains, as soon as she is able to.  
The Committee agreed unanimously that advertising, sale of tickets for the Bee Gees should go ahead on Friday 29<sup>th</sup> October 2021 as booked, subject to Covid. Annis will notify/update Roger.

### Any Other Business.

The next litter pick has been organized for Tuesday 3<sup>rd</sup> August 2021 at 10.00am, followed by the Plant Swap at 10.30am.. Annis was requested to notify Roger for inclusion in the Newsletter.  
The Gwehelog Fawr Community Council has sent to Brian the Committee Meeting Dates for the year to March 2022.  
Rob & Annis discussed the setting up of an online calendar for the year to show all the bookings.  
Rob agreed to look into the system he uses for his Practice, to include the name, number of people, contact number and total hours in the day.  
Smith & Brown Ltd has completed the refurbishment of the Toilets.  
Mirrors, bins, mats etc has been purchased and installed.  
Painting and Grouting still to be completed over the next few weeks.

Rob has installed some more bookcases. Sue and Jane has cleaned the shelves, windows etc, and Annis has filled up all the shelves with books.  
The next major project will be to look at the cladding. Kay has agreed to contact a recommended Builder for costings etc.  
Annis circulated the dates of the film nights as suggested by Roger, and they were all agreed by the Committee.  
The Committee agreed that it would be good to have a teach in on the working of the film projectors, sound system etc, as offered by Roger. Annis to organise a suitable date.  
Roger is happy to organise the film events. Annis to liaise with him over the organisation and monies etc. according to the halls Licenses.  
Annis informed the Committee that the Reserve Fund has reduced from £50314.67 to £37669.51 as at 15<sup>th</sup> July 21.  
Val Smith informed us of the Monmouthshire and Newport Local Nature Partnership Small Grants Fund. The Committee looked at the requirements and agreed that this was not suitable. Annis mentioned that Gwent Energy CIC has contacted us to explain about loans etc re Solar power. This was agreed that it was not a viable option.  
Annis mentioned that she has been in contact with the Music Licence authority, following a review in October 2020. They have agreed to hold any cost etc until the hall is fully functional. The Annual fee for the Premises Licence of £70 has been paid.  
Sue agreed to complete the Covid-19 Risk Assessment July 21 and circulate to all concerned.  
Kay mentioned that other Charities has started 100 club. Following discussions it was decided that we would not pursue but hold raffles on booked activities.

There was no other business, so the meeting concluded at 10.15pm

Approved. ....

Date .....