

# Gwehelog Parish Hall

## Minutes of Management Committee Meeting held at 8.00pm Monday 20<sup>th</sup> February 2017

### Present

W. Howells - Chairman  
Brian Paul - Treasurer  
Annis Paul - Trustee  
Sue Baker - Member  
Roger Leaver – Member  
Robert Wigginton - Member  
Val Smith – Guest

### Apologies

Judith Bayliss

### Minutes of the Last Meeting

The Minutes of the last Meeting were agreed, and signed off by the Chairman.

### Matters Arising

Roger Leaver confirmed that the web site was up and running and the link with the Community Council was re-instated. He agreed to keep the site up to date with a regular news page and include a link with Facebook.

The domain is [gwehelogvillagehall.org.uk](http://gwehelogvillagehall.org.uk). The total cost for 2 years will be £9.58.

Two email addresses has been set up [info@gwehelogvillagehall.org.uk](mailto:info@gwehelogvillagehall.org.uk) and [bookings@gwehelogvillagehall.org.uk](mailto:bookings@gwehelogvillagehall.org.uk). The costs for 5 email addresses are £1.19 per month for the first three months and then £2.39 a month thereafter. Roger Leaver to contact M.C.C to see if they are able to help with the funding.

Brian Paul confirmed that Gwehelog Village Hall is a Charity and the registration number is 241168 which should be included on the site.

The Committee gave permission for Roger leaver to object to the registration of the original domain, as an abusive registration.

The Committee decided to go ahead with the “Elvis” evening on Friday 5<sup>th</sup> May 2017. There will be no charge for Elvis but a sound engineer will cost £150.

The profits from the show will be split equally between the Wales Air Ambulance and the Village Hall.

Windsor Howells agreed to contact the Wales Air Ambulance to obtain any literature/information sheets for distribution on the evening.

Gift Aid was discussed, which is 25p to claim for every £1 donation. This will not be possible as selling tickets to an event is considered as a profit and not a donation.

Brian Paul to look at the insurance documents to find out the maximum head-count for any event held in the Hall.

Roger Leaver will arrange 250 Newsletter leaflets to be printed and distributed in Gwehelog Fawr, which advertises the Elvis concert, and invites subscriptions to the e-Newsletter. An electronic version will also be available.

Judith Bayliss confirmed that the Community Council had received the grant for the purchase of a Defibrillator, which they would gift to the Village Hall. They requested a letter agreeing that the Village Hall would maintain and house the machine in the Conservatory. Annis Paul prepared the relevant letter which was signed by the Chairman and Treasurer.

Further discussions took place regarding the felling of the Oak Tree. Windsor Howells suggested that a sign could be cut from the wood, which the Committee thought would be a lovely reminder.

Mike would be able to fell the tree FOC, but he would like to have the wood and a digger would have to be acquired. Sue Baker agreed to ask Rob Baker to contact Nigel.

Annis Paul brought 3 bags of books to start the Book Share.

Sue Baker will design a “Bring a Book/Borrow a Book—Pop in anytime” page to go onto Facebook and link in with the new web site, and also design a notice explaining how the Book Share works.

The next meeting will be on Monday 3<sup>rd</sup> April 2017 at 8.00pm.

There was no other business so the meeting concluded at 9.45pm

Approved. ....

Date .....