

# **Catbrook Memorial Hall Management Committee**

## **Minutes of the meeting held at 7pm on Monday 7<sup>th</sup> August 2023.**

### **Attendees:-**

Andy Pullan (AP) – Chairman, Craig Bridgeman (CB) – Secretary, Rose Stevens (RS) - Treasurer, Fiona Wilton (FW), Stephanie Spragg (SS), Phillip Robinson(PR), Mark Loveday (ML).

### **Apologies:-**

Liz Greatorex- Davies, Marion Griffin, Jill Westwood

**Minutes;-** Meeting Minutes from Monday 3<sup>rd</sup> July were signed off as a true and accurate record.

### **Matters Arising:-**

None raised specifically.

### **Treasurers Report (RS):-**

- Treasurers Account - £5533.34.
- Lottery Account - £600.00.
- Savings Account - £22,110.22.

### **Chairperson`s Report:-**

- Hall Electrics – (AP) Up-dated that quotes had now been obtained and ready to pass to the Hall Trustees for consideration. (AP) advised that Trellech Council could potentially fund 75% of this cost.

## Hall Operations:-

### Delivered:-

- Film Night – A man called Otto. Good turnout/good film – 15 viewers.
- Battle of the bands – Event went well. £135 taken on the door, £50 in advance ticket sales and a bar profit of £93.79. It was agreed that this event could be repeated in 2024.

### Confirmed Events:-

- Maltings Farnham – “Mountain Music” – 5<sup>th</sup> October 2023. Tickets @£10. This is a hybrid performance of the story of country music.
- PR`s Mum event – Ice Cream- 19<sup>th</sup> August 2023. (PR) to provide poster ideas to (AP) for consideration. Ticket cost to be £10.(PR) will confirm payment methods for purchasing tickets for the event. To date 12 tickets have been sold. This event needs focused advertising to increase ticket sales. Posters and social media to be increased.
- Summer Party Event – Potential start time of 6pm to involve local children and to support the judgement outcome of the Scarecrow competition. (AP) confirmed that there is 5 hours of music and video from the NYE party to cover the 6pm – 11pm event. It was agreed that the format for eating would be “Bring a plate to share.” AP has now uploaded the music and videos and a programme for the playlist.
- Build a Scarecrow competition. (SS) Confirmed the Key dates proposed and agreed as - Entry forms by 7/8/23, Display Scarecrow by 10am on 14/8/23. Residents will vote as they review the entries on display and the winners will be notified and presented at the Summer Party event on 25<sup>th</sup> August. Update - There has been 17 entries to date. (SS) is preparing the inspection trail for judging the entrants. Discussion around how best to show your scarecrow and link this back to the judge`s scoring sheet. (SS) to produce a number for each entrant.

## **Potential Events;-**

- Mr. Planetarium – (AP) has now had contact with an alternative source for this event and is awaiting a response. Potentially, this event should now be planned for early 2024.
- Caldicot Male Voice Choir – Event has been pushed back to Saturday 20<sup>th</sup> January 2024. Hall to fund the £425 transport fee. It was agreed that tickets would be priced at £10 for the event. Ticket sales and contact to be agreed.
- “The Jigantics”. They would require a fee of £400 and therefore the event would need maximum effort to advertise and encourage participants. Date confirmed by (JW) as 10<sup>th</sup> November. Update – The Jigantics do not wish to advertise the date until other planned commitments are confirmed. It was agreed that the bar would be provided for this event.
- Magor Drama group have requested to perform a 3 act play entitled “Who killed the Headteacher”. A Murder/Mystery on the 28<sup>th</sup> October. “Bring your own school lunch” is the agreed catering option. Tickets @£10 with a start time of 7pm.
- Quiz – Jeremy and Fiona propose a quiz for the 30<sup>th</sup> September 2023. (AP) to discuss and confirm arrangements. Tickets are available from Fiona Creasey.

## **Future Plans and Look Ahead:-**

- Pub Night – Full calendar in July and August. Potentially planned for Sept/Oct.
- Film Night – A poor selection of availability. (AP) to discuss with Richard Cobourne.
- Children in need event – Hosted by Alan Dediccoat. Confirmed for 2<sup>nd</sup> December. AP will liaise with Richard Cobourne to provide more details.
- Steph Spragg (SS) will look at the possibility of organising an Easter Egg event in the Village in 2024.
- Carol Service – Confirmed for 17<sup>th</sup> December @11am at the Hall.
- Village Carol singing – Planned for Sunday 10<sup>th</sup> December. (AP) to discuss with (JW).

- Remembrance Day event – Sunday 12<sup>th</sup> November. Arrangements to be confirmed.
- Wreath Making – (FW) Confirmed for December 6<sup>th</sup>. Wye Valley Flowers are delivering the session. Cost will be £40 and include the course, a mince pie and a Mulled wine.
- Medieval ship – Talk and visit. (FW) discussed the potential of a visit from the curators and a visit to the ship in Spyty Park, Newport in the spring. (FW) to make contact and revert for further discussion.
- Defibrillator Course – (AP) to discuss with TCC the potential of providing training courses for the village residents.

### **Any Other Business (AOB):-**

- Advertising – When delivering posters to advertise Hall events, please remember to include Atlasta Cottage, where posters can be displayed on a gate on the footpath.
- Advertising Signage - It was agreed to purchase two new advertising boards to attach to the rear of the Catbrook Village signs
- Andy Pullan announced that he was going to step down as Chairman after 10 years. It is his intention to resign in Sept/October, but will remain on the Hall committee.

### **Meeting closed at 7.35 pm.**

### **Next Meeting – Proposed for Monday 4<sup>th</sup> September 2023 @7pm**

### **Agenda for next meeting:-**

1. Apologies for absence.
2. Confirmation of minutes dated 7<sup>th</sup> August 2023.
3. Matters arising.
4. Treasurers report.
5. Chairman`s report.
6. Hall Operations, future events and planning.
7. Any other Business.
8. Date and time of next meeting.

