

Catbrook Memorial Hall Management Committee

Minutes for the meeting held on Monday 2nd December 2019

Present: Stephen Vass, (Chair), John Clarke (Sec), Mike Dunsbee, Ruth Routh, Sarah Bowden, Pat Gooding, Marion Griffin, Pam Hudson, Mark Loveday and Liz Greatorex-Davies

Apologies: - Andy Pullan, Rose Stevens & Jill Westwood

Matters arising: - None

Treasurer's Report: -

In her absence the Chairman stated: -

- The current account holds approx. £2,000

Chairman's Report:

- The Christmas Decorations should be put up prior to 17th December as this is our monthly coffee morning and it was decided that Friday 13th December at 10am would be suitable.
- After the film on 20th December the hall is to be set up for the Carol service

Future Events

- Saturday 7th December at 10am – leaf clearing – volunteers required.
- 8th December – Chocolate making – for the last time 1000-1200 and 1400-1600
- Friday 13th – 10am – Decorate the Hall
- 17th December – Coffee morning
- 20th December – film “**Yesterday**”
- 22nd December – service of 9 lessons and carols from 1100 – cakes required
- 31st December New Years Eve Ceilidh – 10am set up the Hall – Stephen will collect the purchased food at 50 pence per person attending. Thus far 38 tickets have been sold. Hall open to start celebrating from 2030 (8.30pm).
- Night out event – Sara said she would see what is available and when during the coming year
- Andy will be asking Alison Neal for dates of her shows in the coming year.
- The following acts are under consideration, Tony Jacobs, Caldicot Choir and Mr & Mrs Jones.

AOB.

- On 7th March 2020, England play Wales and this will be shown in the Memorial hall as arranged by Stephen – planning ahead!
- Mike Dunsbee is working towards having the first historical weekend where the history of Catbrook is revealed. This should be in March/April time.
- Cleaning of the hall was discussed and it was mooted that we should employ a cleaner occasionally to give the hall a deeper clean than it usually gets after an event. Thanks must be mentioned to those that stay behind to clear away the tables and chairs after any event.

Hall Cleaning: - Jan. Steve, Feb. Marion, March John and April Pam have volunteered .

The meeting closed at 1930

Next meeting proposed for Monday 3rd February 2020 at 1900 (7pm)

Standing Agenda

1. Apologies
2. Confirmation of minutes of the last meeting
3. Matters arising
4. Treasurers report
5. Chairman's report
6. Future events and planning
7. Hall duty person
8. Any Other Business
9. Date and Time of next meeting