

Catbrook Memorial Hall Management Committee

Minutes of the meeting held at 7pm on Monday 3rd June 2024.

Attendees:-

Phillip Robinson (PR) – Chairman, Andy Pullan – Secretary (AP), Fiona Wilton (FW), Marion Griffin (MG), Stephanie Spragg (SS), Liz Greatorex-Davies (LGD).

Apologies:-

Craig Bridgeman (CB),

Minutes;- Meeting Minutes from Monday 13th May 2024 were signed off as a true and accurate record.

Matters Arising:-

Nothing of note

Treasurers Report – Account details provided from bank account 040624.

- Treasurers Account – £1905.31
- Lottery Account - £1007.00
- Savings Account – £22,336.36
- Charity - £578.83 (money from this years plant sale still to be added, £842 approx)
- Ticket account - £553.98
- Kids n Craft - £767.09

Chairperson`s Report:-

- Hall Treasurer position – Fiona Creasey has volunteered to become the new hall treasurer. She might not be able to make all of the hall committee meetings but will provide a summary of the hall accounts and any updates required for the meetings. PR will try and arrange a handover between Rose and Fiona before the end of June when Rose will be standing down. The hall booking arrangements are yet to be confirmed.
- Village Hall keys – the trustees have requested that names of all persons who currently hold keys are provided to the Trustees. There are a number of keys in circulation with previous committee members and it is felt that there is little need for people to have keys as there is the wall

safe with a key. Committee members who have keys to let PR know so this information can be forwarded to the Trustees.

- Hall Event tracker seems to be working OK and committee members have been able to add details as required

Hall Operations:-

Delivered: -

- Kids n Craft – 6 children so far booked for 8th June session.
- Pub Night held on 17th May, very good attendance this time and the barrel of beer was finished so no waste. A good profit was made for the hall from cash sales and through the card machine which accounts for a large proportion of the takings now.
- Plant Sale – Sat 25th May 2024, 2.00pm. A very good turn out and over £800 was taken through plant sales, donations and refreshment sales. Some additional donations have been made / offered so takings should be around £850. FW suggested £800 is sent to St Davids Hospice and the remainder used for the hall to purchase table cloths/coverings as the current ones are getting a bit grubby – Agreed. A discussion took place as to whether St Davids are invited to the hall to be given the money and enable them to give a talk on what they do but it was felt that it was better to just make the donation – Agreed
- There was a discussion about next years event and whether the plant sale could be included in an “open garden” type of event where people open their gardens for an afternoon. The hall would be the start/finish of a trail and plant sales/refreshments/crafts would be available – It was felt this would be a good idea to consider for 2025 but needs a lot of work to pull together. For the plant sale, “growers” need to be given enough time to prepare so reminders need to be circulated a few months before the growing/sowing season.

- **Confirmed Events: - (Please see the Hall Event Tracker for more details).**
- Binderella – Urban story telling performance 29th June 2024, 7.30pm. Tickets £10 from AP. Posters and flyers available for circulation. 11 tickets sold to date. Further posters/flyers to be put up at Tintern village shop, burger van and village hall. FW has sent out details to over 30 Facebook groups so it has been widely circulated and promoted.
- Question of Stuff – Fiona and Jeremy Creasey will run another village quiz night on Saturday 28th Sept 2024. Further details to follow
- Scarecrow competition 2024 – Steph (SS) has been working on publicity ideas to whet peoples appetites and will be circulating information in the coming weeks.
- Hall Defibrillator training has been booked for Weds 25th Sept 7.00pm - 9.00pm. All ages welcome. Further details to follow closer to the time.
- Pub Nights on 6th Sept 24 and 29th Nov 24.

Potential Events;-

- FW mentioned a play on the Night out scheme that was linked to Remembrance Day that might be booked in November. AP to check availability and circulate details. Due to the current take up of the Binderella play it was felt it was better to hold off at the moment to see how this event went.
- Tom – Local guitarist/singer – This will not be a pub night and potentially for June/July. Bar required. (PR) to reach out to Tom for availability.

Future Plans and Look Ahead:-

- Remembrance Sunday – FW has kindly agreed to take on the organising of the Remembrance Sunday service. The Monmouth band, British Legion and vicar have been booked. Refreshments will be provided.
- 9 Lessons and Christmas Carols – Pat Gooding / Marion Griffin have agreed to take on organising this event. No date as yet fixed
- Further Night out scheme events – A discussion took place as to having a more “jolly” type of event which might appeal to a wider audience. Scheme artists to be checked for anything suitable.
- FW mentioned there are several sea shanty groups in the area who might be interested in singing at the hall in Jan/Feb 2025. LGD saw a group (The Bootleggers) in Caldicot and thought they were good. Further research needed to approach suitable groups.
- Live streaming of National Theatre Live – show seen by AP at Brockweir hall, which was very good. Research re costs to be able to put on shows. Also Brockweir had beer supplied by Motley Hog Brewery from Ross on Wye. They can provide half pints and delivered free, may be worth considering to stop waste of beer from full barrels.

Any Other Business (AOB):-

Following on from the recent request for additional volunteers to join the hall committee in the village Mailchimp letter, as yet no-one has come forward.

Meeting closed at 20.00pm.

Next Meeting – Proposed for Monday 1st July 2024 @7pm

Agenda for next meeting:-

1. Apologies for absence.
2. Confirmation of minutes dated 4th March 2024.
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.