

Catbrook Memorial Hall Management Committee

Minutes of the meeting held at 7pm on Monday 3rd July 2023.

Attendees:-

Andy Pullan (AP) – Chairman, Craig Bridgeman (CB) – Secretary, Jill Westwood (JW), Fiona Wilton (FW), Marion Griffin (MG), Liz Greatorex-Davies (LGD), Stephanie Spragg (SS), Phillip Robinson(PR), Mark Loveday (ML).

Apologies:-

Rose Stevens (RS) – Treasurer.

Minutes;- Meeting Minutes from Monday 5th June were signed off as a true and accurate record.

Matters Arising:-

None raised specifically.

Treasurers Report (RS):-

- Treasurers Account - £4826.55.
- Lottery Account - £987.00.
- Savings Account - £22,095.21.

Chairperson`s Report:-

- Hall Electrics – (AP) Up-dated that quotations had been received from two electrical contractors. Another is being sought (FW) to provide details of an electrical contractor to (AP). Once three quotes are received, adjudication of the optimum bid will be undertaken and recommendations made to the

Hall Trustees for consideration. (AP) advised that Trellech Council could potentially fund 75% of this cost.

Hall Operations:-

Delivered:-

- Film Night – Charade. Poor turnout with 4 attendees. Discussion required with Richard Cobourne regarding future play lists and seasonal delivery.
- Alison Neal Play – “Glowing in the dark” was a successful event with good attendance. A profit of £165 was made from the event.

Confirmed Events:-

- Battle of the Bands – Friday 7th July. Ticket sales are slow and need a push. Posters to be placed locally to advertise event. (PR) will be running the bar on the night. (CB) will open the Hall for the bands to set up at 5pm and then take the entrance money from those turning up without tickets. Volunteers required to help set out the tables for the event.
- Maltings Farnham – “Mountain Music” – 5th October 2023. Tickets @£10.
- PR`s Mum event – Ice Cream- 19th 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.
- 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.”
- 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 25th August. There has been two entrants to date.

Potential Events;-

- Mr. Planetarium – No contact received to confirm the date. (AP) to contact an alternative as no response received to date from the original contact.
- Caldicot Male Voice Choir – Event has been pushed back to Saturday 20th January 2024. Hall to fund the £425 transport fee. It was agreed that tickets would be priced at £10 for the event.
- “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 10th 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 28th October. No progression with a response to date. Follow up needed to confirm interest. It was suggested that a “Bring your own picnic” would be an alternative to having the event catered.
- Quiz – Jeremy and Fiona propose a quiz for the 30th September 2023. (AP) to discuss and confirm arrangements.

Future Plans and Look Ahead:-

- Pub Night – Full calendar in July and August. Potentially planned for Sept/Oct.
- Film Night – A man called Otto.
- Children in need event – Quiz hosted by AD, subject to (RC) confirmation. Potentially December 2023 to suit availability of host.
- Steph Spragg (SS) will look at the possibility of organising an Easter Egg event in the Village in 2024.

Any Other Business (AOB):-

- Due to the busy Hall activity schedule it was agreed to hold an August meeting.

Meeting closed at 7.35 pm.

Next Meeting – Proposed for Monday 7th August 2023 @7pm

Agenda for next meeting:-

1. Apologies for absence.
2. Confirmation of minutes dated 3rd July 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.