

Catbrook Memorial Hall Management Committee

Minutes of the meeting held at 7pm on Monday 2nd October 2023.

Attendees:-

Andy Pullan (AP) – Chairman, Craig Bridgeman (CB) – Secretary, Fiona Wilton (FW), Stephanie Spragg (SS), Mark Loveday (ML), Marion Griffin, Liz Greatorex-Davies.

Apologies:-

Rose Stevens, Jill Westwood, Phillip Robinson

Minutes;- Meeting Minutes from Monday 4th September were signed off as a true and accurate record.

Matters Arising:-

None raised specifically.

Treasurers Report (RS):-

- Treasurers Account - £5054.52.
- Lottery Account - £1329.00.
- Savings Account - £22,147.25.
- Ticket sales - £741.64.
- Charity - £750.60.

Chairperson`s Report:-

- Hall Electrics – (AP) Up-dated that the new lighting had been installed and to date, no further issues had occurred with tripping out of circuits. The Electrician originally planned to undertake the work is no longer interested.
- Grant application has been submitted to TUCC.
- The Hall has a Smart plug on the heating controller that enables remote access. This will greatly improve the utilisation and efficiency of the heating system and remove the need for committee members to access the Hall to change settings for events etc.

Hall Operations:-

Delivered:-

- Quiz. Successful evening event hosted by Jeremy and Fiona. Circa £100 on ticket sales and £190 bar profit.

Confirmed Events:-

- Maltings Farnham – “Mountain Music” – 5th October 2023. Tickets @£10. This is a hybrid performance of the story of country music. To date 54 tickets have been sold.
- Hall AGM – Tuesday 3rd October. Good attendance and new faces required.
- Magor Drama group – “Who killed the Head Teacher”. A Murder /Mystery on 28th October. Bring your own school lunch is the agreed catering option. Bar will be open. 15 tickets sold to date.
- “ The Jigantics”. Date confirmed as 10th November. They require a fee of £400 and therefore the event would need maximum effort to advertise and encourage participants. The group will send through posters for advertising/distribution in early October.
- Kate Humble and Mark Mc Crum – Friday 17th November. Talking about Kate`s career, wildlife, farming and her upcoming book. Tickets assumed at £5 and linked to book sales. Richard Cobourne will be coordinating arrangements.
- Carol Service – Confirmed for 17th December. 11am @ the Hall. (MG) and other village residents are arranging in the absence of (JW).
- Remembrance Day event - Sunday 12th November. Arrangements in hand. MG requested support with the provision of cakes for the event. Home baked, purchased or borrowed will suffice to support the event.
- Children in Need – Hosted by Alan Dediccoat. Confirmed for 2nd December. (AP) will liaise with Richard Cobourne to provide more details.
- Wreath Making – Confirmed for 6th December. Delivered by Wye Valley Flowers. 12 tickets have been sold to date, mainly to residents outside of Catbrook. (FW) reminded the committee that there were limited places left and to encourage Catbrook residents who may wish to attend the event.

- Caldicot Male Voice Choir – Pushed back to Saturday 20th January 2024. Hall will pay the £425 transport fee. Tickets will be £10.

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.
- (SS) proposed setting up a Children`s Craft Club. Potentially using the Hall on a Saturday morning to deliver the event supported by residents. DB checks are required for all adults involved in delivering this event. MCC have kindly offered to fund the applications to the DB service.

Future Plans and Look Ahead:-

- Pub Night – Confirmed for Friday 15th December.
- Film Night – A poor selection of availability. (AP) to discuss with Richard Cobourne. (FW) reported that other village halls are showing “Blockbuster” type movies. (FW) will review and discuss with Richard Cobourne in terms of cost effectiveness and availability.
- Steph Spragg (SS) will look at the possibility of organising an Easter Egg event in the Village in 2024. (SS) is developing the idea that removes the need for an inspection map and simplifies the event.
- Medieval ship – There will be a talk at the Hall on 15th March 2024 at 7.30pm. Followed by a visit to the ship remains at Newport on 6th April 2024. Travel arrangements to be confirmed. Tickets @£5.
- Defibrillator Course – (AP) to discuss with TUCC the potential of providing training courses for the village residents. Leanne Wakerley (TUCC) is looking into what can be arranged. (AP) reported that he is awaiting an update.

Any Other Business (AOB):-

- Advertising Signage - It was agreed to purchase two new advertising boards to attach to the rear of the Catbrook Village signs. On- going.

- Yoga – Course is going well with good attendance. There is a taster session on offer on December 9th for interested parties. This will be followed by a glass of mulled wine. All donations will be given to cancer research.
- Chairman resignation – This was Andy Pullan`s last meeting as Chairman before stepping down after many years of service to the Hall and community. The Hall committee would like to thank Andy for his drive, enthusiasm and effort over many years. Andy will remain a committee member.

Meeting closed at 7.30 pm.

Next Meeting – Proposed for Monday 6th November 2023 @7pm

Agenda for next meeting:-

1. Apologies for absence.
2. Confirmation of minutes dated 2nd October 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.