

Catbrook Memorial Hall Management Committee

Minutes for the meeting held on Monday 1st October 2018

Present: Andy Pullan, (Chair), John Clarke (Sec), Mark Loveday, Sarah Bowden, Ruth Routh, Jill Westwood, Rose Stevens, Diane Light Diana Watkins, Betty Maloney & Stephen Vass

Apologies: Gretchen Mattison, Marion Griffin, Pat Gooding & Liz Greatorex-Davies

The minutes were taken as read.

Matters arising: -

Any matters arising were deliberated and minuted in the main minutes

Treasurer's Report: Rose reported that our Deposit account now stands at £10,000
The current account at £2,720.96.

Rose also reported the coffee morning raised £44, the flower arranging class netted £65. Matthew Hall night raised £545 and the film night took £200 although the cost of hiring the film has to come out of this.

In respect of the alterations to the hall to put a new fire exit in as well as making a changing room next to the stage cost £1745 for labour and £2,417 for materials. We received a grant of £1,000 from the TUCC towards the costs.

Chairman's Report:

- Thanks to Sarah and Guy for painting the walls around the stage to enable better lighting during productions.
- It is hoped that we can decorate the rest of the hall during January, but this needs to be discussed further as the Yoga classes may be interrupted.
- It was agreed that we should reduce our stockholding of chairs to approx 100 getting rid of the oldest and worn out chairs to make more space available in the hall. This is ongoing and Andy said he would discuss further with the trustees.
- Initiating a 200 club in aid of Hall funds was discussed and it was agreed that a separate bank account should be set up for this purpose. It was agreed also that it should be for the surrounding area to be able to purchase tickets. A prize draw would be made quarterly

Future Events

- Sarah stated that the events are posted on the website. It was also noted that the posters advertising each event are put on the notice board by the park.
- Yoga classes are held every Tuesday evening and Thursday morning hosted by Ruth.
- Pub night on 5th October
- Children in Need quiz night will be held on Saturday 20th October. Andy has a few spare places so first come first served. The Ladies are providing various curry dishes and there will be jacket potatoes with cheese and baked bean fillings available. Naturally there will be a bar as well. Raffle prizes are required.
- The willow weaving event on 10th November has been moved to the 24th November.
- Remembrance Sunday is on Sunday 11/11/18. A significant day to commemorate the ending of WW1. Cakes are needed for the tea that will be available after the service.
- The carol service will be held on 23rd December and cakes will be needed for this event.
- There is a possibility of arranging a writing master class in early 2019 by Matthew Hall details to follow where more is known.

AOB.

- It was reported that May Townsend had sadly passed away. The funeral wake will be at Langstone Bay and Heals of Monmouth are looking after the arrangements. The Hall committee agreed to make a donation.
- The ladies apologised for them not attending the AGM as they will be out of the country.
- Pam Hudson continues to look after the flower borders and it was agreed that she should be given a free hand in deciding what to plant and when. Many thanks to her for her hard work.
- Sarah mentioned the use of the Parkhouse phone box and it was agreed that there was no need to post event notices there.
- Sarah asked if the fairy lights and the bunting could be put back up. All agreed as it was thought it made it friendlier and inviting.
- The New Year's Eve Ceilidh was discussed. The cost will be increased to £15 per person and accompanied children £5. Andy will sell the tickets and the party is limited to 80 people.
- Rose spoke about the need for people, who hire the hall, to be able to get in without her attending for the opening and closing of the Hall. It was agreed that a wall safe be put on the back of the hall for the key to the Hall and the combination will be given out to the hall hirer.

The meeting closed at 1935.

Next meeting proposed for Monday 5th November 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. Any Other Business
8. Date and Time of next meeting