

# **Catbrook Memorial Hall Management Committee**

## **Minutes of the meeting held at 7pm on Monday 6th February 2023.**

### **Attendees:-**

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

### **Apologies:-**

Andy Pullan (AP), Rose Stevens (RS).

**Minutes;-** Meeting Minutes from Monday 9<sup>th</sup> January 2023 were signed off as a true and accurate record.

### **Matters Arising:-**

None raised specifically. All other continuation Included in the meeting scripts .

### **Treasurers Report:-**

**No update – January report below.**

#### **Account (January):-**

- Current Account - £6,076.51.
- Savings Account - £22,230.60.
- Charity Fund - £1,489.64.

#### **Income Generated:-**

- Chatsworth House - £257.00.
- Film Night (Elvis) - £110.00.
- Carol Service (Xmas) - £250.00. (To be split 50:50 between Church and Band).
- New Year`s Eve – TBC@ Next meeting. (AP/ML).

### **Future Expenditure:-**

- Hall Rates – Potential rebate maybe available (AP/RS).
- Hall Insurance – Potential eligibility for relief. (AP/RS).

### **Chairperson`s Report:-**

- Lack of volunteers for the Hall Committee could preclude future events being offered at the Hall. (Discussion output below).
- CB proposed Stephanie Spragg, a new member of the Catbrook community to join the committee. This was endorsed by the Committee. CB to invite Stephanie to the next meeting.
- PR has engaged with the community to encourage a younger cohort to join the committee. PR to follow this up.
- JW raised the question of the number of committee members needed to generate more output and to ensure meetings remain quorate. It was suggested and supported that the optimal number be 9 – 10 members.
- The committee discussed the suitability of having parents and younger community members involved in events, to ensure an enrichment of offerings across the village spectrum.
- Committee should favourably endorse any future events being arranged and organised by others.

### **Hall Operations:-**

#### **Delivered:-**

- Carol Service – Excellent feedback.
- New Year`s Eve Party – Excellent night. Lower than anticipated numbers due to Covid and Illness. **Special thanks to Andy Pullan for his great efforts and skill in producing the visual media, music and organisation of the NY event.**
- Film Night – Lost King. Film feedback was positive but low numbers in attendance. Costs include public performance fee, hence requiring numbers to break even.

- Pub Night – Well attended, £161 profit at the bar. The band were good, but the volume tended to stifle conversation. The band has had emails to thank them for their contribution.

### **Confirmed Events:-**

- Film Night – 24<sup>th</sup> February 2023 – *Fishermen`s Friend 2*.
- Film Night – 31<sup>st</sup> March 2023 – *See How They Run*.
- Film Night – 21<sup>st</sup> April 2023 – *Living*.
- *Pub Night – Friday 28<sup>th</sup> April 2023. No Band.*
- Plant Sale – Confirmed - Monday 8<sup>th</sup> May 2023. Fund raising charity support for the Air Ambulance. Sarah Bowden (SB) is working on posters in readiness for distribution. FW has reminded the community and potential sellers to start growing the plants asap to meet the May date and provide a more diverse range of plants for sale.

### **Potential Events:-**

- Maltings Farnham – Touring Stage Play. Potential dates are 28/9/23 and 20/10/23.
- Alison Neal – New Play. TBD.

### **Future Plans and Look Ahead:-**

- Pub Night – Quarterly Event, potentially with music.
- Gig night – Quarterly. Local bands playing. Potentially sell tickets.
- Film Night – Monthly.
- Night Out Scheme – AP to review and feedback at next meeting.
- A Summer music festival – Afternoon commencement to encourage parents, children and adults to attend throughout the afternoon and evening. Use Andy Pullan`s excellent media show from NYE as a back drop.

### **Any Other Business (AOB):-**

- JW confirmed that the Catbrook Hall Spring clean is planned for 10am on Saturday 25<sup>th</sup> February 2023. Volunteers are actively encouraged to participate.
- JW confirmed that Diana Watkin`s funeral is at 12 noon on Saturday 11<sup>th</sup> February 2023 at Trellech Church. The wake is at the Carpenters Arms.

- The Hall External façade/Envelope requires painting. JW has confirmed that two quotes have been obtained. Potential plan would be to commence the work in the early summer months.
- Two “Letters of Thanks” have been received from the Community for contributions from the Catbrook Hall. The Church and Band had written to JW with their thanks for the £125 contributions.
- CB to send out Meeting agenda and date reminder to the committee ahead of planned meetings. This will provide an opportunity to raise any other items for the agenda.

**Meeting closed at 7.40 pm.**

**Next Meeting – Proposed for Monday 6<sup>th</sup> March 2023 @7pm**

**Agenda for next meeting:-**

1. Apologies for absence.
2. Confirmation of minutes dated 9<sup>th</sup> January.
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.