

Catbrook Memorial Hall Management Committee

Minutes of the meeting held at 7pm on Monday 5th August 2024.

Attendees:-

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

Apologies:-

Stephanie Spragg (SS), Mark Loveday (ML), Fiona Creasey (FC) - Treasurer.

Minutes;- Meeting Minutes from Monday 1st July 2024 were signed off as a true and accurate record.

Matters Arising:-

- No items raised.

Treasurers Report (FC):- (AP/PR to update CB for inclusion in minutes)

- Treasurers Account – £2794.31 – July 2024.
- Lottery Account - £1007.00 – July 2024.
- Savings Account – £22,361.82 – July 2024.
- Charity - £579.49 – July 2024.
- Ticket account - £846.98 – July 2024.
- Kids and Craft - £279.84 – July 2024.

Chairperson`s Report:-

- Hall Bookings – Online process – Work in Progress. (PR)
- Hall treasurer – Fiona Creasey has volunteered and hand over from Rose Stevens complete.
- The Chairman and Committee would like to thank Rose Stevens for her excellent contribution to the Hall committee for many years.

- Village hall Key returns – Action complete.

Hall Operations:-

Delivered:-

- Kids N Craft – Another successful event with 16 Children in attendance. Thanks to Stephanie and the volunteers who assisted. The next session is planned for September 2024.

Confirmed Events:- (Please see the Hall Tracker for more details).

- Scarecrow Competition – launch in August. (Details on Hall website).
- Pub Night - September 6th and November 29th. CB to set up tables in Mark`s absence.
- Defibrillator training – Weds 25th September @7pm. Further advertising to be arranged to assist with managing numbers.
- Question of Stuff Quiz – Saturday 28th September 2024. Tickets selling well.
- Remembrance Sunday – 10th November. (FW) has confirmed Monmouth Band, Vicar and British Legion in attendance. Refreshments will be provided.

Potential Events;-

- Tom – Local guitarist. PR to reach out and confirm availability.
- Alison Neal Play - Potentially in January 2025.
- Yoga class – One enquiry being processed.

Future Plans and Look Ahead:-

- Christmas Carols – Pat Gooding/Marion Griffin have agreed to organise this event on Sunday 15th December @11am.
- Sea Shanty Band – (FW) Updated meeting on options and will circulate band details and potential dates in February 2025. Cost circa £450. Suggested we need 30 tickets sold and bar profits to break even.

- Live Streaming of National Theatre – (AP) to review.
- Alan Dedicoat has agreed to host another Children in Need quiz. Potentially planned for 7th December. (RC) to confirm with Alan D.
- Cinema Night – List of films available to be scrutinised with (RC) to reduce risk of poor turnout. Target gaps in diary in October.

Any Other Business (AOB):-

- New Hall Committee members – No volunteers to date. All to encourage local community to take an interest.
- AP/SS to arrange a clear up of hall storage cupboard. On- going.

Meeting closed at 19.40 pm.

Next Meeting – Proposed for Monday 2nd September 2024 @7pm

Agenda for next meeting:-

1. Apologies for absence.
2. Confirmation of minutes dated 5th August 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.