

Catbrook Memorial Hall Management Committee

Minutes of the meeting held at 7pm on Monday 13th May 2024.

Attendees:-

Phillip Robinson (PR) – Chairman, Andy Pullan – Secretary (AP), Mark Loveday (ML), Fiona Wilton (FW), Marion Griffin (MG), Stephanie Spragg (SS),

Apologies:-

Craig Bridgeman (CB), Liz Greatorex-Davies (LGD).

Minutes;- Meeting Minutes from Monday 8th April 2024 were signed off as a true and accurate record.

Matters Arising:-

- Hall Treasurer position – PR has been given names of a few people who might be interested in taking on the role of hall treasurer. There was discussion as to whether the Treasurer role needed to have responsibility for hall bookings but it was felt the roles could be separate but probably more efficient if put together but will depend on whoever takes on the role of Treasurer. RS will be standing down at the end of June.
- PR thanked those committee members who carried out the hall spring clean.
- AP reported that the loft had been cleared and 2 dead squirrels had been removed from the loft. Work needed to find out how they got in. Hall Trustees are aware.

Treasurers Report – Account details provided from bank account.

- Treasurers Account – £1696.85.
- Lottery Account - £389.00.
- Savings Account – £22,336.36.
- Charity - @578.83
- Ticket account - £293.55
- Childrens Kids Club - £602.09.

Chairperson`s Report:-

- (PR) Gave a demonstration of the hall IT Event Tracker and Google Calendar. All Committee members have now access to the 2 systems, PR to check all members have provided Google accounts to enable access. It is now possible for people to check events that are planned and who/what additional work might be required, such as preparing posters, distribution of event details etc.

Hall Operations:-

Delivered: -

- Kids n Craft – Slight disappointment that May event only had 3 children attend. Encourage people to pay in advance to reduce no shows and make it easier to purchase materials. Use the account already set up for the club.
- Sarah McQuaid – 40 tickets sold, £179 profit for the hall made up of £100 ticket sales and £79 from the bar.

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

- Pub Night Fri 17th May, numbers have been slowly dropping and cask beer has had to be poured away. Discussion as to whether we continue with barrels if there is waste. Agreed that for pub nights we will continue to get a barrel but for other events we will use bottles unless pre ticket sales show a large attendance.
- Cinderella – Urban story telling performance 29th June 2024, 7.30pm. Tickets £10 from AP. Posters and flyers available for circulation.
- Plant Sale – Sat 25th May 2024, 2.00pm. (FW) encouraged all to advertise the event and advised that planting/growing season is due. St.David`s Foundation Hospice will assist with advertising this event. Hall to be set up Friday 24th at 6.00pm.
- Question of Stuff – Fiona and Jeremy Creasey will run another village quiz night on Saturday 28th Sept 2024. Further details to follow

Potential Events;-

- FW mentioned a play on the Night out scheme that was linked to Remembrance Day that might be booked in November. AP to check availability and circulate details.
- Tom – Local guitarist/singer – This will not be a pub night and potentially for June/July. Bar required. (PR) to reach out to Tom for availability.
- The Medieval ship presentation and visit attracted more mature and highly qualified men so perhaps we can arrange other events that might attract this demographic.
- Defibrillator Training – AP (Leanne Wakerley TUCC) have found a person who can provide training. Sessions last 1 ½ - 2 hours. AP to look at booking a session at the hall Sept/Oct mid week in the evening.
- Village Scarecrow competition for the summer of 2024 – SS is happy to arrange another event and will come up with dates and details. Possibly with the prize winning to be done at the pub night booked for 6th Sept.

Future Plans and Look Ahead:-

- Remembrance Sunday – FW agreed to take on the organising of the Remembrance Sunday service. Details of the band/vicar to be forwarded to FW.
- 9 Lessons and Christmas Carols – Pat Gooding has agreed to take on organising this event.

Any Other Business (AOB):-

None raised

Meeting closed at 21.00pm.

Next Meeting – Proposed for Monday 3rd June 2024 @7pm

Agenda for next meeting:-

1. Apologies for absence.
2. Confirmation of minutes dated 4th March 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.