

Pelham Hall Management Committee Meeting Monday 20th May 2019

post AGM

MINUTES

PRESENT: Andy Henstridge (acting Chair for this meeting), Anne May, Jan Harrhy, Lance Rowell, Roger Forbes, Sarah Haeffner, Anne May, Tom Rigby, Nigel D Roles, Nikki Scarr, Phil Harris

- 1 **Apologies for absence:** Adam Burtt-Jones, David May, Karen Rollings, Geraint Thomas
- 2 **Minutes of Committee Meeting, 3rd March 2019.**
 - 2.1 The minutes were accepted as being accurate.
 - 2.2 It was agreed the minutes could be made public
 - 2.3 Matters arising not on the agenda
 - 2.3.1 3. Snowmen visit. Mark Frost contacted Karen who explained that Cindy had moved away and therefore they would need to find an alternate caterer if they intended to go ahead. She suggested he talked to Ruth (at the Inn) to see if she had any ideas. This was a while ago and she hasn't heard anything since. Presuming they have found somewhere else or are not going ahead.
 - 2.3.2 6a. Solar Energy Project: JH still to complete paperwork for Certificate of Lawful Development. PENDING. ACTION: JH
 - 2.3.3 Village Survey: DM report: a meeting was held of those villagers prepared to be on a steering committee. Bob Scarr has taken the lead on this committee and has been in touch with Monmouthshire County Council and NRW. A training course on surveying footpaths etc has been arranged for those on the steering committee, due to take place in early June. This will be followed by a wider group being trained by the steering committee and it is anticipated that some surveying will be done in the very near future.
- 3 **Declaration of conflicts of interest** – none declared.

4 Treasurer's Report

4.1 Treasurer's Report April 2019-May 2019

Total Income £4,349.50

Total Expenses £2,764.49

Bank £19,083.51 + Floats £450

Notable Figures: Ceilidh

Ticket sales £552

Bar profit £136 Donation £10

Expenses excluding Band £155.27

Band £276

Overall profit £266.73

4.2 Bar Report

Bar is currently well stocked.

More low alcohol products: it was agreed we could stock more of these. **ACTION: AH**

A Guinness Surger Unit was suggested by a member of the Cricket Club. However, when it was confirmed that the cost of a surger unit and of the more expensive cans of Guinness that must be purchased for use with the surger unit, would increase the price we would have to charge for a pint of Guinness to £4, PH said those interested would not pay that. It was agreed to maintain the current type of Guinness cans.

4.3 Loans:

The loans provided by the Cricket Club and Tennis Club in 1992/3 towards the rebuilding of Pelham Hall were £6,000 each.

- Cricket Club: a lawnmower was purchased by PH for the Cricket club which reduced the outstanding loan to £5,001. The Cricket Club has asked Pelham Hall to consider paying the loan of £5,001 back over the next 5 years.

It was agreed that the intention of Pelham Hall Committee is to repay the loan at a rate of £1,000 per year for the next 5 years, so long as the hall can afford to pay it.

This year, in January, the rent for 2019 of £350 was deducted from this year's £1000. It was agreed that £650 would be paid to the cricket club at the end of the season.

Phil Harris agreed that this statement in the minutes would satisfy the Cricket Club of the Hall's good intentions to repay the loan. He will provide a copy of these minutes to the Cricket Club as a record of this agreement. **ACTION: PH**

- Tennis Club –The Tennis Club has expressed to AH their wish to have the door to the Tennis Club room changed to the side that faces the tennis courts and that the cost of this could be deducted from the amount due to the Tennis Club.

AH is awaiting feedback from their Treasurer regarding the payback of their loan.

ACTION: AH - PENDING

5 Committee sub groups

5.1 **Events Committee report.** See Appendix 1 attached to these minutes.

5.1.1 Susie's cousin is going to come on Sat, 25th May, to look at the kitchen with a view to cooking projects mentioned in the report.

5.1.2 Penallt Board which was removed from the corner of Lone Lane. Where could this go?

DM's suggestion was on the external wall of the Hall. Another suggestion: beside the noticeboard in front of Babbington Meadow. RF is going to a meeting of Babbington

Meadows on Tues, 21st and is to find out if there are any objections to this. He will report back. **AM EMAILED ROGER TO SEE IF ANY NEWS.**

5.2 Premises report (JH)

Richie Bentley continues to be employed one day per month. He has boarded the attic above the Committee Room and costumes donated by the Off Centre Theatre are now stored up there. Tom Rigby said he has more costumes that need to be stored and has requested for more flooring to be put in that attic.

ACTION: JH

Flashing needs to be repaired and will be done this year.

JAN: WHAT ELSE NEEDS TO GO IN HERE?

6 Funding of future projects update

6.1 **Lift Project (AH/DM)** – This was discussed at the AGM. The Timing of installation will depend on the Lottery application. We should hear about the success or otherwise of our application within the next few weeks. If we are successful, then some of the money raised by the Hall will not be needed for that project and can be diverted to other projects. The people involved in raising those funds will be informed of developments and what their money will be used for.

If our application is unsuccessful, we have sufficient funds in the Pelham Hall account, should we decide to go ahead with the project.

ACTION: PENDING

6.2 Website future (DM)

Kenny ... designed and maintains the Art in Penallt website. Andrea does the content. (NOTE: DM has already be in touch with Kenny).

Nikki Scarr offered to help migrate the data to a new website, but not maintain it as she has not the time. She will contact David May to discuss the project.

It was agreed it would be useful if DM were able to find out how much notice Firefly would be able to give us before the site would be unavailable.

It was agreed that at the next committee meeting that there will be a discussion on what the specification of a new website should be.

ACTION: NS/DM

7 **Date of next meeting:** Monday, 8th July, 7:00 pm, in the Bar area, Pelham Hall.

8 AOB

8.1 CHAIR PERSON. In the short term, it will be possible to hold meetings, appointing a member of the Committee to be Chair for each meeting. However, in the long term, working without a Chair is undesirable! All the Committee members need to consider this role!

ACTION: ALL!

8.2 AGENDA for the next meeting will be prepared by AM and AH. **ACTION: AM/AH**

APPENDIX 1

PELHAM HALL EVENTS GROUP MINUTES

Wednesday 1st May 7.00pm

Chair – Geraint Thomas Minutes – Niki Felstead

Present - Sue Milsom, David May, Pat Jones, Geraint Thomas, Annie Oakeley, Niki Felstead, Jan Harry, Sally Henley

Apologies – Roger Forbes, Paula Brady, Nikki Scarr

Matters Arising

3. Ceilidh – To date 20 tickets have been sold with another 10 reserved. Jan has put a notice in the Beacon and the Monmouth Facebook page, which has over six thousand members to try and drum up more support. Jan had considered an ad on Facebook but didn't feel that the £15 fee would be well spent. Jan has also contacted Sarah Heffner regarding selling tickets as she has been away on holiday. Would also possibly be prepared to sell tickets on the door though this would be difficult with regard to the amount of food prepared. Pat is still to make veg chilli for around a dozen servings and Jan/Geraint and Sally to prepare the meat chilli on the Friday. Chris and Pat are to do the bar with Andy stepping in whilst food is being served. Band will start at around 7:30 and play for an hour then have a break for food. It was suggested that we call in washing up help. Jan and Lance are putting up fairy lights and decorations on Thursday.

4. Extended use of kitchen – Susie has spoken to her cousin and he is more than happy to do cookery courses. He suggested maybe starting with a curry or a sausage-making course. He has requested coming to see the kitchen and space available, as he wants it to be very hands on with each course being open to 6 – 8 people. It also suggested that a call out goes out with the what's on email to see what the interest may be.

5. Village hall survey - Susie's cousin would also be happy to hold conversational French classes. Sally has contacted Ginny and a language school in Chepstow and is awaiting responses. Pat knows of a Spanish tutor that she will approach. With regard to talks Annie has spoken to Trish Haywood and has names for 3 speakers, with various historical topics from medical to shipping.

Other ideas were suggested; Cheese talk by owner of The Marches Deli in Monmouth, Richard Frame from Newport museum and Amy Jenkins' father about motor racing.

6. Big events: Niki asked 20th Century Foxes and they charge £1000 (out of our price range). Susie's cousin said would be happy to cater for 80 /100 for £35 per head, but would be restaurant quality food.

7. Regular Events a. Fish & Chip nights still going well, next scheduled is 2nd May.

b. Supper night - next is 16th May and due to Pat and Jan being away it is to be replaced by Fish and Chips. June 20th will be a BBQ, followed by 18th July.

c. Film night has been well supported so far - Stan and Ollie started with a technical hitch but was replayed on the Monday night. The next night is the 10th of May.

d. Art Club had 8/9 for the last class with only one booked so far for the next block.

8. Ideas to enhance Thurs nights: Ukelele band would be more than happy to perform free of charge. It was suggested maybe they play on a supper night so they could be fed as payment! Dates to be suggested to them either 20th June or 18th July. Niki and her boss Keith would also be happy to perform FOC. Richard and Amanda's son has shown an interest to play piano either alone or for other singers. Niki put a post on FOD Music Facebook page, no response as yet. Jan spoke to Gail who said Bridge was a no go on a Thursday. Geraint is to start a What's App group for people to circulate what nights they are going to drum up interest. Group is called "Pelham Hall Social Night".

DONM Wednesday 5th June at 7pm. Sally to Chair and Sue to minute.

