

NEUADD DYFI MANAGEMENT COMMITTEE

Minutes of Committee Meeting Held on Wednesday, 10th October, 2018

Attendance: Des George, Dewi Owen, Dave Williams, Bryn Lloyd, Sandy Andrews, Steve Myatt, Brian Kelly, Pat Hellen (Minute taker)

Apologies for absence: John and Megan Reynolds, Trevor Lumley, David Inman, Gillian Miranda.

Chair Person's Announcements:

439. Minutes of the last Meeting: approved by Dewi Owen and Dave Williams.

440. Matters arising from last meeting: Dewi asked for an update on the defective fridge and Des explained that this had been attended to by the manufacturer but it was still excessively noisy. Sandy asked about the dragon casting and Des explained that it was awaiting painting before it could be mounted. The new cookers have been installed and will be in use shortly.

441. Heating System: Des is trying to persuade Smiths to let him trial their proposed Remote Control application which will allow the heating to be adjusted without visiting the building. This would allow the rooms to be prepared for use remotely. Uncontrolled the heating cost could be up to £30.00 per day but under control this could be reduced to as little as £4 -£5 per day. Des will train at least one other user how to use the system after it is fully operational. The heating system has now been signed off by building control.

442. Finance: The End of Year Accounts were presented and approved. Des mentioned that there was a 2.5% retention on the project with a final claim still to be made from WEFO. Grant £126,600 we have claimed £123,704 = £1,906 to claim. Retention £3,518 = £1,612 which we need to pay in January. He explained that the current account holds £35,186 and this was sufficient to fully repay the outstanding loans, but it was felt prudent to repay only £10,000 at present in order to keep a buffer fund available. Consent was sought from the Committee and all agreed. Bryn Lloyd explained that the Community Council would donate half the takings from the car park charges to Neuadd Dyfi and this was anticipated to be at least £2,000. Des stated that unconfirmed bookings by Outward Bound extended to 2030. The current rate they are being charged is £1200 p.a., which covers 9 sessions over three weeks. There was some concern that this charge was too low but Des said it covered costs and was sufficient at present. The cost would be reviewed and re-negotiated in the future.

Des explained that he is being tutored in the use of Quickbooks by the Accountant.

443. Cleaning: Self employed cleaner Kay Richards who lives very close has been engaged as cleaner at a rate of £10.00 per hour. Subject to satisfactory performance, the Committee felt this could be increased to £12.00 per hour.

444. Maintenance: Des presented a draft Operating Manual listing contacts, contracts and instructions for all aspects of Hall management. Dewi Owen congratulated Des on the excellent production. When completed it will be circulated around the Committee members. Sandy Andrews suggested an abridged version should be prepared as a 'User Manual' for hirers. Des produced samples of wall covering to replace the present 'tired' fabric. The material appears to

be durable, although the samples were not of suitable colour. Des explained that a wider variety of colours were available from the manufacturer and a more appealing one would be chosen. Des demonstrated the chandeliers that have been donated and how they would replace the existing hanging lamps. The chandeliers do not have lamps fitted in them but the plan is to fit efficient LED types which would dramatically reduce electricity consumption. The lighting will be configurable in two zones and the existing dimming units will have to be replaced as they are not compatible with LED lamps. It is hoped the works will be completed before Christmas. While in the main hall Des demonstrated the modifications to the 'pigeon loft' which would allow safe operation of lighting and sound equipment by more than one person. A second hand fridge in good condition has been acquired by Des and a request was made for reimbursement of its cost. This was agreed by the Committee. A camelia bush has been donated and planted in memory of Carys Webb, but an unauthorised plaque has been installed beside it. There was discussion about whether this was appropriate as it could give the impression of a memorial garden which it certainly isn't. There was no intention to offend the donor, but it was felt it should not be encouraged in the future.

445. Bookings Report: Des said the hall is well utilised and bookings at the moment are satisfactory.

446. Date of AGM: It was agreed that the AGM would be held on Wednesday, 14th November at 7.30 pm.

447. AOB: No topics were raised.

The Meeting was closed at 8.40 pm.