

Pontrobert Recreation Association Minutes – Tuesday 14 January 2014

Present – H Gwalchmai, I Hawkins, H Davies (Chair), J Rose, M Chapman, L Jones, M Lloyd, M Booth, G Forshaw, F Williams, L Lewis, K Tatlow, H Davies, C Human,

Apologies – P Norton, S Tatlow, E Thomas, V Morgan, C Gilson, D Lewis.

Minutes from previous meeting – Minutes from the meeting held 12 September 2013 were approved and signed by H Davies.

Matters Arising -

- Staging - J Rose reported that 600mm stage units were £1134 each inc VAT ex delivery. Replacement wheel units were £19.56 in VAT ex delivery. Meeting asked J Rose to apply for grant funding.
- Defibrillator – J Rose reported that 6 courses had been held at Pontrobert and 60 people had attended. The unit was now housed in the external cabinet with a set of paediatric pads. Currently collecting names for a further course. Letter of thanks sent for three donations made towards the running of the unit.
- J Rose reported that the kitchen “deep clean” was completed 21 September 2013. Hygiene visit to the Lunch Club made on 6 December and a rating of 4 out of 5 awarded. Mop bucket moved to the disabled toilet and a sink designated for hand washing. Disposable gloves and aprons now provided. Helpers being appraised of hygiene needs by Ivor Hawkins.
- J Rose reported that problems with the opening and closing of the fire door opening into the school play ground side of the hall were resolved. All fire doors opened and closed as part of the monthly checks and records kept.

New Items -

- It was agreed to house the portable telephone unit in the first kitchen cupboard so there free access in an emergency. J Rose to undertake.
- It was agreed the hall would support the Eisteddfod fund raising effort by providing the hall free of charge for meeting and fund raising events. (This arrangement excludes any event held during the week of the Eisteddfod).

Treasurers Report -Current AC stood at £4077.39p on 27.12.13.

Savings AC stood at £5755.17 on 22.12.13

Bingo – Sept -£7, Oct -£34.50, Nov £38, Dec £41.50.

Whist – Sept £67, Oct £31, Nov £32.

Films – Oct Summer in Feb £ 30, Nov Hitchcock £14, Dec Christmas Carol £25.50.

Concert 17 Nov - £384 profit

Cylch Meithrin quiz bar £56 hall £56 Cylch Meithrin.

Soup and Sweets 5 Oct - £348.67

Copies of audited accounts 2012 -2013 discussed. Copy attached.

Future Events -

Circular walk to be held May 17.

Event owner M Booth, Bar licence application from 2pm J Rose, Bar, BBQ and burgers H Davies, BBQ cooking K Tatlow.

Brass band evening to be held on a Saturday at the end of June.

Event owner C Human. School Brass band only. Profits to be shared with the school. Bar J Rose. Nibbles to be provided.

Penybontfawr Choir To be booked for the 9,16 or 23 Nov – H Davies.

Bingo

	MC	Tickets	Draw
17/01/14	I Hawkins	J Rose	G Forshaw
21/02/14	I Hawkins	J Rose	G Forshaw
21/03/14	I Hawkins	H Davies	G Forshaw
18/04/14	I Hawkins	H Davies	G Forshaw
16/05/14	I Hawkins	H Davies	G Forshaw

Whist

Date	Door	Draw	Kitchen	MC
24/01/14	I Hawkins	H Davies	Carol	H Gwalchmai
28/02/14	C Human	M Lloyd	H Davies	H Gwalchmai
28/03/14	C Human	H Davies	M Chapman	H Gwalchmai
25/04/14	I Hawkins	L Jones	H Davies	H Gwalchmai

Quiz – No Hall Quiz to be held 2014

Cylch Meithrin Quiz in May TBC and 17 Nov. Bar profits to be shared.

Sixties and Seventies evening. - Proposed by D Lewis. Agreed all profits to be shared with the school.

Philippines Appeal Agreed the profits from an event raffle would be donated.

Web Masters Report – Verbal update given by Gavin Forshaw. Copy of the report attached

Correspondence -

e mail from PAVO asking for feedback on proposed PCC cuts circulated to committee members with e mail accounts

AOB

A discussion on the washing of tea towels concluded that committee members should take them home to be washed after events.

L Lewis highlighted the problem of chairs stacked next to the fire escape and J Rose confirmed this was an on going issue. J Rose to review signing for the stacking of chairs.

J Rose to establish terms and conditions of hire for the hall.

False fire alarm events- There are clear instructions by the unit. If anybody needs a demonstration please contact J Rose.

Heating controls – The committee wished to have a clearer understanding. J Rose to produce a simple guide document for the next meeting. (Note that if it is felt that the heating needs to be put on earlier prior to an event that the committee representatives should contact Samatha Edwards direct on 01938 500770 with the request).

Minutes approved at the meeting 11 March 2014 – M Booth Vice Chairperson

Next Meeting Tuesday 11 March 2014 at 7.30pm
