NEUADD A SEFYDLIAD Y GWEITHWYR
BEDWAS
WORKMEN'S HALL & INSTITUTE

Management Committee Meeting
Monday 5th October 2026
Location: Yellow Room

Chair: Jill Winslade

Present: Adam Birkinshaw-Bird (Vice Chair), Annie Butler (Bookings), Colin Poole (Treasurer), Rhydian Birkinshaw-Bird (Company Secretary), Bryan Tutt, Kev Ingram, Lisa Jones

1	Welcome and Chair's report	Jill Welcomed everyone and opened the meeting
2	Apologies	Aimie, Sarana, Jake, Wendy, Charlotte, Lynda
3	Conflicts of interest	None new/ undeclared via forms
4	Minutes of previous meeting and matters arising	Lisa asked about whether we should reconsider the request for volunteers to not purchase stock on the night. Colin expressed a preference for this to not be from takings in the till. Agreed otherwise

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5	Reports and updates - Treasurer & finance - Volunteers & staffing - Bookings - Marketing	**Finance** Colin gave a report as follows **General Fund** **£30,687.23** **Refurb Fund** **£33,201.21** **Accessibility Fund** **£ 5,013.15** **Utility bills are currently still low due to warm weather** **Volunteering** Apologies from Charlotte, but written note with nothing urgent to report. There are a few gaps on the rota still Thursday-Monday all need caretaker cover Jill **Thursday** Annie **Sunday** Jill **Monday** Discussion that the arrangement to cover caretaker duties needs to be rearranged **Bookings** Set up for Ruperra trust **Church group** – no longer able to return to their old premises. They aren't able to look for a new permanent home until the end of February. They use Upstairs, Machen and Bryngwyn tooms.

		In line with the constitution we cannot be used as a place of worship indefinitely however as there is a clear end date this would be acceptable. The other consideration is what dates we have pre planned events which we would have to tell the church they cannot use the hall. The committee agreed to accommodate them. **Natasha Dickens – uses the blue room** cancelled many sessions recently, cancels on the day. There are many people who want the room. Would like to approach and ask her to commit to paying in advance, or ask that she goes elsewhere. The committee agreed she would be spoken to **Marketing** Events selling well Lisa gave a general update on ticketing numbers and events coming up. All of these are available on Ticket source.
7	Tablecloth provision	Wedding recently was charged £40 which is usually for a set of the blacks which can be washed in house. The wedding actually used white table cloths which have to be washed professionally and will cost approximately double this. Change booking form to reflect black cloths are free. All other cloths are £2.50 and runners £1 per table
8	AOB 8.1: Update on solar panels	It will be coming to council on Thursday as part of Jill's Chair's report
9	Date of next meeting	02/11/26