

Devauden Hall Committee Meeting

9th June 2026

Present

Trustees: Liz Davies, Lyndon Rowlands, Alun Jones, Suzanne Chilcott, Julia Hitchcock,

Plus: Rich Harrison.

Apologies: Jon Penn

Minutes

1	Meeting Introduction
	1. The Trustees approved the last meeting minutes. 2. No new matters of conflict arising. 3. Review of actions - Previous actions were discussed and log updated.

2	Finance & Accounts
	- New pricing list for hall hire provided by RH. All agreed RH to make decision on cost reduction or discounts depending on the group hiring the hall (corporate rate vs community rate). - Agreed price will go up from September. RH to have discussion with regular hall users. - Action for group to look at bookings pack to ensure it covers all requirements. - Last month the hall operated at an £800 deficit. Group to review whether a further fundraiser is required (noted some months income is lower due to outgoings, this may level out over the year). - New accountant has been instructed to act for financial year 2025/2026. Accounts due in January.

3	Events
	Devauden Festival - Group noted it seemed to be a successful year for the festival due to the good weather - there was a good turn out. LR to attend meeting on Monday and will report back regarding financial situation. Village Fete - Village Fete planning is underway with PG. JH has struggled to find a facepainter, all agreed to help spread the word. Agreed temporary tattoos could be a compromise. Pop up Pub - Last month was a success, took c.£90. Will continue to run and will run in July (group noted Midsummer Festival is the next day but the pub would still run). Note, a subsequent decision was taken to stand down the pop up pub for July due to a hall event the next day. Bonfire Night - Group agreed to run bonfire night again in 2027, planning to commence. Group voted for trustees and committee to run the fireworks with input from JH as he ran a successful event last year. SC to pick up with JH to plan a kick off meeting. Folksy (Open Air Shakespeare) - Tickets are selling well, the early bird rate has now expired. Group agreed that the event would take place in the field adjacent to the hall for ease of toilets and bar, with parking on Cae Ni. Midsummer Festival - LR is running this event - will need volunteers on the gate and for the bar. RH is running the music. AGM - All agreed date of AGM as 3rd October, in the evening. Group will plan in July and August. External Bookings of Note - None to raise, SC requested RH provide details of any marketing requirements for bookings for social media. - SC to investigate Christmas show availability

4	Hall Maintenance
	- RH noted it is busy with bookings, no issues to report from a maintenance perspective. - LD requested roller towels for the kitchen due to food handling - group agreed to add to agenda for July (food safety)

5	Policies and Admin
	- JH has investigated the safeguarding policy and provided to the group for review. All agreed JH and RH would be the Hall's safeguarding leads (RH is bookings officer). - RH and JH to look into DBS requirements. - RM to add policy to website. - Other policies for review are the Health and Safety policy, Fire Safety policy, GDPR policy and Code of Conduct, to be reviewed in July. LD to bring Code of Conduct to next meeting. - Group agreed to review policies annually. - RH to check Hall User agreement covers risk assessments (hall user's remit). Reporting - There have been no safeguarding issues raised to the committee this month. - There have been no complaints reported to the hall this month.

6	AOB
	- None to raise this month - The next meeting will be held on 14th July