

**MINUTES OF LLANDYFAELOG COMMUNITY HALL COMMITTEE MEETING
HELD AT THE HALL ON 19 APRIL 2018 AT 8.00PM**

Present: Sarah Walters (Chairman), Shan Rees, Lisa DeKroon, Janet Davies, Rowena Phillips, Mair Stephens, Sandra Lines, Janet Knott and Arfon Davies (Secretary).

Apologies: Jamie Stiles, Eirlys Thomas, Melanie Phillips-Rees, Penny Stone and Wendy Panter.

1. Minutes of the meeting held on the 25th January 2018 were confirmed and signed.

2. Matters Arising

1. Hall Flooring – Ralph Stephens had completed the hallway flooring replacement with the main hall buffering and polishing to be carried out in conjunction with the timings of bowls as the main league season had now ended.

2. Hall Maintenance Works – Maintenance works including the renewal of the rubber surrounds on the main entrance door and gutter clearing along with other works required by HRJ Carpentry at a cost of £300 was approved.

3. Hall Play Ground – The Secretary confirmed that in addition to the National Lottery Grant of £9,300.00, the Committee had been successful in a further application to the Millennium Stadium Charitable Trust for £2,500.00 towards the project.

The Secretary had also met with the Ferryside Men's Sheds who had agreed to provide planters and bird boxes to a cost of £300.00. A pre-start meeting had been carried out on the 5th April with the agreed contractors. A commencement date for works was awaited from HAGS.

It was agreed as part of the project to renew the tarmac area around the basketball hoop to the new play area surfacing. The cost was suggested at around £400.00.

A further meeting with the Community Council will be held to discuss the project process.

If all was completed, an opening event will be held on the 2nd June with a Teddy Bear Hunt for the children. Cllr Mair Stephens will be asked to open the new facility. Invitations will be sent out to attend as follows:

- National Lottery
- Millennium Stadium Charitable Trust
- Chairman and Members of Llandyfaelog Community Council
- Mrs Glenys Lewis, Nantllan
- John Edwards

The YFC will be asked if they are interested in arranging and stewarding the Hunt.

4. Electrical Works – Repairs to a lighting unit in the main hall had been completed.

5. Outstanding Hall Hire Payment – The Treasurer confirmed that the outstanding payment had now been received.

3. Payments

The Treasurer noted the following payments

1. Carmarthenshire County Council – Annual Lottery License fee - £20.00
2. Carmarthenshire County Council – Annual Charge for Sewerage Costs - £233.40
3. ABS Fire Protection (Fire Extinguisher Service) - £53.94
4. Secretary Expenses - £7.80

It was also noted that the Hall had again been exempted from Council Rates.

4. Hiring's

The following hirings were noted.

1. Rhian's Cleaning Services – 5th March - £12.50
2. Hywel Dda Community Health Council – 14th May - £40.00

5. Health Rating – The Hall had received the annual Public Health inspection by the County Council with a 5* rating issued. Noted.

6. Hall Waste Arrangements

The Secretary reported that as the number of trade waste bags was running low, he had visited the County Council to purchase a new roll. The cost suggested was £250.00 for 50 bags. This was due to the Hall Committee no longer qualifying for charitable rates. Cllr Mair Stephens had been contacted and was making enquiries on the Committee's behalf. Noted.

7. General Data Protection Regulation

The Secretary made the Committee aware of the changes that were coming with the GDPR being implemented from the 25th May 2018. The importance of ensuring that all personal information was managed correctly was discussed. The Secretary and Treasurer will discuss further with policy documentation to be drafted and letters to be sent to hirers with the relevant required information.

The Committee agreed to appoint the Secretary as the Committee's Data Protection Officer with immediate effect.

8. 100 Club

The 100 Club Draw was held as follows:

1 st	98	£30	Melanie Phillips-Rees
2 nd	97	£20	Lynwen and Hugh Anderson
3 rd	67	£10	Wyn Jones, Darwyn, Llandyfaelog

9. Any other business

No issues