



Aberffraw Village Hall Committee

Meeting Agenda

Date: Wednesday 8 April 2026

Time: 6.30pm

Venue: Aberffraw Village Hall

1. Welcome and Apologies

2. Declaration of Interests (if applicable)

3. Approval of Minutes from 11 March 2026

To confirm accuracy and agree as a true record.

4. Matters Arising and Actions Update

4.1 Caretaker Role

Update on formal meeting with caretaker and any agreed next steps.

4.2 Asset Register

Update from Keith on progress reviewing documentation.

4.3 Training

Update on contact with Môn Fire regarding visit and quote.
Consider wider training needs (e.g. fire safety, food hygiene).

4.4 Booking System

Review implementation of new booking process and any initial issues.
Confirm responsibilities (Ellie – green sections; Sara – orange sections).

4.5 Website and Online Information

Update on contact with Clerk and clarification of relationship between websites and hall communications.

4.6 Governance Clarification

Update following contact with Medrwn Môn regarding trustee/governance arrangements.

4.7 Digital Connectivity (Wi-Fi)

Progress on grant opportunity and next steps.

4.8 Policies

Equal Opportunities Policy – review and approval (April)

Confirm policy review schedule:

- **May meeting:** Ethical & Environmental Policy

4.9 Easter Fair

Update from Ellie.
Confirm risk assessment completed and any support required.

4.10 Noticeboards

Update on key cutting and display arrangements for minutes.

4.11 Local Information Board

Update from Keith regarding installation at the shop.

4.12 Google Maps Listing

Update on correction of hall listing status.

4.13 Funding Application

Application submitted for **£5,000 Essential Grant to Cymdeithas Elusennol**.
Confirm purpose of funding and any next steps.

5. Strategic Development Plan 2026–2029

Discussion of priorities for next 3–6 months in line with strategic objectives

5.1 Increasing Hall Usage

Identify 2–3 priority activities to pilot (e.g. community café, craft group, youth provision, local history group).

5.2 Financial Sustainability

Review current income and expenditure position.
Confirm income target required to reach break-even.

5.3 Community Engagement

Progress on communication plan and community survey.
Agree approach to encouraging wider community involvement.

5.4 Marketing and Promotion

Facebook presence
Printed publicity
“What’s On” board outside hall

5.5 Partnerships

Identify potential partners (e.g. Bro Aberffraw Alliance, activity providers, community groups).

6. Events and Activities

6.1 Welcome / Relaunch Event

Discuss potential format and timing.

6.2 Programme Development

Agree initial weekly rhythm of activity.

6.3 AGM planning

Discuss when this should be.

7. Finance Update

Current reserves position

Income from bookings

Any anticipated expenditure

8. Any Other Business

9. Date of Next Meeting

Proposed: Wednesday 13 May 2026 6.30pm