



The Chepstow Society

Notes from the Executive Committee meeting on 3rd April 2024 at the Drill Hall, Chepstow at 7pm

Present: Guy Hamilton, Sallie James, David Nicholls, Patrick Gale, Annie Rainsbury, John Burrows, Marion Huckle, Keith James and Angela Middleditch

Apologies: Nicky Bailey

1. Guy opened the meeting and welcomed everyone, he thanked Marion for doing the notes from the last meeting.

2. The notes from the meeting held on 6th March 2024 had been circulated and were agreed.

Matters arising and not on the agenda.

Henry Hodges plaque: John said that the only suitable location would be next to that of William Williams.

Action: Annie and Guy will have a look to ensure that they would not detract from each other and John will liaise with Ned.

3. **Treasurer's report**

David reported that the balance was £2609 in the current account. There were no questions.

4. **Membership Secretary's report**

Angela had circulated an up-date on membership. Angela asked that all members complete a gift aid form.

It was agreed that the new £4 for non-members would apply after the AGM, and that it should apply to all meeting regardless of the speaker.

There was some discussion about offering a joint membership, there were mixed feelings, but as it is too late for this year it was agreed to discuss the possibility as well as general membership fees later in the year.

Action: David will locate the HMRC proforma for gift aid and circulate to members.

5. **500th Anniversary charter and Town Gate celebrations**

Guy shared the schedule produced by the Town Council, and distributed the posters. He added that the TC were doing most of the organising.

1. **Costumed participants**

Guy said that the TC now have some costumes for Society members to borrow for the event.

Action: Sallie will contact Cllr Marg Griffiths to arrange a time when Society members could try on costumes and identify any minor alterations that will need to be done.

Angela and Marion volunteered to help with this.

Action: Keith will organise a sign up sheet for volunteers to help.

II. Ceremonial Scroll

Guy explained that there was now some confusion about who was going to produce the ceremonial scroll. Guy read Cllr Tudor Griffith's email, there were concerns with, 'it was a committee decision' as this was not the case as it was the first that the committee knew that there were issues. It was agreed that as Chepstow Society are funding the scroll Keith Underwood was the preferred calligrapher, and it should be Keith Underwoods' decision if he decided not to.

John added that there were other events during the year when the scroll could be used and that it was probably advisable to contact the Duke of Beaufort to enquire his preferred date.

Guy added that either way the scroll wasn't needed until October at the earliest.

Action: Keith James will visit Keith Underwood to discuss what the problems are and how best to proceed.

III. Exhibition

There was a lot of discussion about the proposed photographic exhibition, where it could be held, how and who would set it up. The room at the backpackers' hostel is unavailable, and it would not be possible to move the display boards from the Drill Hall and re-erect them at St Mary's Church in the time allowed, given volunteers' other commitments. Eventually it was agreed not to do the exhibition on this occasion.

IV. Tudor Chepstow

John shared his leaflet, all agreed that it was an excellent document and John was thanked for his work. John also said that we should check that the TC were organising the reprinting of Ivor Waters' leaflet on the Town Arch.

Action: John will contact the Town Clerk to organise the re-printing.

V. Children's activities

Angela said that she has been in touch with the TC and agreed with them that the half-term activity would have a Tudor theme.

VI. Tudor Walking tours

Guy said that he and Jackie Neal would lead some town walks on Saturday 18th May looking at Tudor Chepstow.

Action: Guy will identify Tudor building, architecture and artifacts.

VII. John said that he has talked to Ned about borrowing the children's games, he added that there would need to be at least eight volunteers to run the games, Keith said that in the past they had proved to be very popular. There were still a lot of questions that need to be answered:

Are there going to be prizes? Should there be a charge? Need to check that the TC have Public Liability? Who is responsible for allocating locations?

Action: Ask questions at next 500 anniversary meeting on 23rd April

Action: Keith will do another sign-up board for names of volunteers.

- VIII. John suggested that a programme for the day be produced so people knew what and where activities were taking place. Keith added that he has arranged for a Master of Ceremonies/Town Cryer to help with pointing people in the right direction.

Action: Guy will check that the TC are doing a programme and try to ensure that all the details are finalised in time.

Guy said that the next meeting about the event was on 23rd April at the TC, he suggested that anyone interested should attend.

6. Excursions

Patrick reported that there were 10 members booked on the trip to Gloucester docks. And he is planning a Theatre walking tour of Bristol for September. He added that he was in the process of transferring the bank account to Lloyds and that he needs another signatory of cheques. Patrick asked that David should take on responsibility for administering the excursions account.

Action: Keith volunteered to become a signatory

Other items were deferred until the next meeting

AOB

Chepstow Museum 75th celebration

Annie said that arrangements were in place. Angela offered to supply some wine glasses. A representative from MCC will say a few words, followed by Guy and finally Keith will give a toast to the future of the Museum. It was agreed that the Society fund the reception up to a cost of £200.

Marion suggested that Guy sent out a summary of the progress with the Memories project before the next meeting.

Patrick explained that he is finding it increasingly difficult to attend the executive committee meetings, but he is happy to continue organising events. He proposed that he sends a report prior to each meeting. Guy thanked him for the work that he had done.

Date of next meeting 1st May 2024

Action: Sallie will book DH and notify members

The meeting closed at 9.00pm.