



Visual Art at the heart of Shropshire, Telford, and Wrekin

Minutes of the VAN Meeting held 2pm 15 January 2026 at Massarellas, Darwin Centre, Shrewsbury SY2 6QW

Present: (JG) Julie Goldthorpe, (DT) Dave Thompson, (AW) Alison Wragg, (LS) Lesley Stabler (MS) Monica Silver (MH) Mike Hodge

Item #	Item	Action	By
1.	Apologies: Janice Gill (JGi), Isabella Rizzo (IR)		
2.	Declarations of Interest:	<ul style="list-style-type: none"> Nothing new declared 	
3.	Minutes of the meeting held 13 th November 2025	<ul style="list-style-type: none"> Signed as correct by the Chair 	JG
4.	<p>Matters arising from the minutes:</p> <ul style="list-style-type: none"> Marketing and Publicity Working Group - AW to check with Tracey Hill about sign and updating visitors then contacting them using the Marketing email address. New desk required for the gallery <ul style="list-style-type: none"> Lesley had previously mentioned a friend could help build us one. Painting behind basement step door O2 Wi-fi Contract has come to an end. List of Art Fairs next year <ul style="list-style-type: none"> Potentially Attingham Park– JG has contacts there. Bijoux Events at the start of June Condover VAN logo stamp logo – this has been ordered but we need to see if there is a larger stamp pad. Displaying VAN Art in local Shrewsbury coffee shop. Painting the gallery exterior – Gisella (GR) has agreed to carry on with this and will create the Risk Assessment and Method Statement for the work to be completed. 	<ul style="list-style-type: none"> Ongoing - Phil to organise a Marketing meeting Ongoing. Lesley to speak to her friend. Gisella has created a plan to customise a desk. Ongoing- Monica to address Ongoing- to be looked to see if better alternative or not. Ongoing – Monica has volunteered to look after external events. Liaise with Lesley and Gisela JG will see if we can buy a larger one. AW has contacted coffee shop owner and is awaiting a response GS to complete and JG will liaise with the Darwin Centre 	<p>PL</p> <p>LS</p> <p>MS</p> <p>DT/JG</p> <p>MS</p> <p>JG</p> <p>AW</p> <p>GR/JG</p>

	<ul style="list-style-type: none"> January Sale 2026 Rota handover to Isa <ul style="list-style-type: none"> Agreed that Isa can use Gallery Laptop to maintain the Rota taking over from Dave. New website Concord College Christmas Fair 2026 	<ul style="list-style-type: none"> Agreed to leave it on until end of Feb when there is the next changeover JG to liaise with Isa about the laptop. Agree to put on hold until later in the year when we know finance situation. Isa has looked into and will discuss with contacts about a stall for VAN in Dec 2026 	<p>ALL</p> <p>JG</p> <p>ALL</p> <p>IR</p>
5.	<p>Treasurers Report for December 2025:</p> <ul style="list-style-type: none"> Sales were up overall in 2025 compared to 2024 December 2025 sales compared to December 2024 were down, but this may be due to gallery being closed on a couple of days due to lack of stewards. Average basket per customer was also down slightly on December 2024. Condover Sales were included in the monthly December figures. 	<ul style="list-style-type: none"> See Annex A Report for further details 	DT
6.	<p>Financial Figures for 2025</p> <ul style="list-style-type: none"> Expenditure for VAN was above our total income for the year which ended with a Loss. Several factors impacted our financial position <ul style="list-style-type: none"> Charitable Gifts – Shrewsbury Art Trial and English Bridge Studios Gallery Lighting Replacement Font Licence for Website and Branding We need to review our overspend for this coming year <ul style="list-style-type: none"> Monthly Members draw Marketing Publications 	<ul style="list-style-type: none"> Charitable Gifts to be discussed see Agenda Item 8 This had to be completed for safety reasons. Font Licence was paid covering previous years and future use. It had not been bought when website set up initially. All agreed to stop the draw. JG to contact members to let them know. See Agenda Item 9 	JG
7	<p>Points System</p> <ul style="list-style-type: none"> The old Tracking system has now ended. All members are on 20% and must steward in the gallery at least 1 session per month if exhibiting. 		

	<ul style="list-style-type: none"> • AW has liaised with Owen Carter who has created the new Tracking Spreadsheet which aims to be fairer to all. • JG has asked to confirm that the Event Stewarding points are included on the Tracker. • We need to inform the members that the initial proposed points system has been simplified compared to what was sent out in November2025. 	<ul style="list-style-type: none"> • AW needs to test the new spreadsheet to ensure it's working correctly • AW believes they are but will confirm • JG to send email to members 	<p>AW</p> <p>AW</p> <p>JG</p>
8	<p>Community Fund</p> <ul style="list-style-type: none"> • English Bridge Studios – All the Trustees agreed that the £200 agreed at the AGM was all we could afford as a Charitable contribution. • Shrewsbury Arts Trail – Discussed and in agreement that VAN couldn't afford to donate as much as last year. Confirmed that we would donate £1200 as we are actively involved with the Arts Trail. 	<ul style="list-style-type: none"> • All Agreed • All Agreed 	<p>ALL</p> <p>ALL</p>
9	<p>Marketing</p> <ul style="list-style-type: none"> • My Shrewsbury Magazine - a discussion was had about whether to continue to advertise within this publication. 	<ul style="list-style-type: none"> • We will put on hold for the moment and decide later when we are clearer about the financial situation. 	<p>ALL</p>
10	<p>TV Update</p> <ul style="list-style-type: none"> • MH said that he still requires more material whether photos or videos – response from the members has been slow. • The Trustees discussed how often to change the material on the TV. MH It can be done monthly or on exhibition changeover. 	<ul style="list-style-type: none"> • MH to contact members again to ask for more content. 	<p>MH</p>
11	<p>Newsletter</p> <ul style="list-style-type: none"> • Unfortunately, Pat will no longer be able create the monthly Newsletter for health reasons. • JG had sent out an email to ask for interest – two members have offered to help. 	<ul style="list-style-type: none"> • JG will wait a little longer to see if any further interest before allocating. 	<p>JG</p>
12	<p>Condover Christmas Fair</p> <ul style="list-style-type: none"> • The sales at the fair were down a little on December 2024 but it was worth taking part and is good advertising for VAN. 		

13	<p>Membership Renewal</p> <ul style="list-style-type: none"> Any members that have not already renewed have up to end of January 2026 to renew their membership. JG explained that she will send an update at the end of the month to the Trustees as to the final renewal numbers. 	<ul style="list-style-type: none"> JG will contact those that haven't already renewed. JG to send update at the end of the month. 	<p>JG</p> <p>JG</p>
14	<p>Events Organising</p> <ul style="list-style-type: none"> Going forward all external events will be coordinated by Monica (MS) and Gisela (GR). DT will produce a form for each event to cover any sundries. For further events an extra Sum Up machine would be required as currently we don't have one. 	<ul style="list-style-type: none"> AW will investigate 	<p>AW</p>
15	<p>Opening on a Monday</p> <ul style="list-style-type: none"> A discussion was had about opening on a Monday. We could just do this nearer to Christmas. Further footfall information for the centre is required before a decision can be made about whether to proceed or not. 	<ul style="list-style-type: none"> JG to contact Centre Management regarding footfall numbers on Sunday and Monday 	<p>JG</p>
16	<p>New Website</p> <ul style="list-style-type: none"> This isn't feasible now due to limited funds. To be reviewed again at the end of the year when we have a clearer view of Finances. 	<ul style="list-style-type: none"> Review at end of the year 	<p>ALL</p>
17	<p>Item Amounts in the Gallery</p> <ul style="list-style-type: none"> JG has done a count of items in the gallery. Some members have more than their allowance. 	<ul style="list-style-type: none"> JG will review again at the end of February when the next changeover happens. 	<p>JG</p>
18	<p>Jewellery Cabinets in the Gallery</p> <ul style="list-style-type: none"> LS said that the current set up is not inviting and could be reducing sales. Can we introduce lighting? JG stated that items had been placed in the cabinets to stop them being stolen. The cabinets are not currently wired for lighting. 	<ul style="list-style-type: none"> Trustees to see if they can think of other options to display jewellery to expand sales. 	<p>ALL</p>

19	Any Other Business <ul style="list-style-type: none"> Janice (JGi) will take over New Member enquiries from the end of January. Julie (JG) will continue to organise new members inductions. JG proposed an Art Prize for 2D and 3D in the gallery. It was discussed and one idea was to link to the Arts Trail and ask members of the public to vote. 	<ul style="list-style-type: none"> Trustees to review and see if any other ideas. 	ALL
20	Date of Next Meeting: 12 th February 2026 at 11am	<ul style="list-style-type: none"> Note change of time to morning 	

Annex A

Financial Position 1st January 2026

CAF Bank Current Account on 31/12/25:	£ 3,930.23
CAF Bank Gold Account on 31/12/25:	£ 9,672.58
PayPal Account on 31/12/25:	£ 469.83
Cash to Bank on 31/12/25:	£140
Cash in Hand (cashbox) 31/12/25:	£140.49

Financial Balance	£13,883.30
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Total to Date	<u>2025</u>	<u>2024</u>	<u>Variance</u>
Sales	£24,757.04	£20,234.65	+4,522.39
Total Footfall	12209	11185	+1024

December Performance	<u>2025</u>	<u>2024</u>	<u>Variance</u>
Sales	£ 4,814.85	£ 5,386.55	-£ 571.70
Footfall	1738	1848	-110
Number of items sold	408	377	+31
Sales Transactions	239	232	-7
Customers per sale	7.27	7.97	-0.7
Average Basket Value	£20.15	£23.22	-£3.07

The figure for December includes sales for Condoover Fair £298.50 but no footfall was added.