



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

Minutes of the VAN Meeting held 11am 12 February 2026 at Massarellas, Darwin Centre, Shrewsbury SY2 6QW

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

Item #	Item	Action	By
1.	Apologies: Isabella Rizzo (IR), Lesley Stabler (LS)		
2.	Declarations of Interest:	<ul style="list-style-type: none"> Nothing new declared 	
3.	Minutes of the meeting held 15 th January 2026	<ul style="list-style-type: none"> Signed as correct by the Chair 	JG
4.	Matters arising from the minutes: <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 Painting behind basement step door O2 Wi-fi Contract has come to an end. Attingham Art Fair – MS asked if we could hold it in the barn. 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. New website- on hold. 	<ul style="list-style-type: none"> Ongoing - Still to be organised by Phil. AW to liaise with Phil as to next Marketing mtg. On Hold at present until we have more funds. Ongoing- Monica to address on a Monday before changeover at end of Feb. Ongoing - to be looked to see if better alternative or not. JG to ask her contact at Attingham Park for availability in May/June 2026. AW to contact coffee shop owner again to see if they are interested or not. JG to contact GR to see any update on this. Due to financial restraints this will not happen this year 	<p>PL/AW</p> <p>All</p> <p>MS</p> <p>DT/JG</p> <p>JG</p> <p>AW</p> <p>JG</p> <p>ALL</p>

	<ul style="list-style-type: none"> • Concord College Christmas Fair 2026 • Points System - Issues still to be addressed with the Tracker. Nearly resolved just a couple of changes to be made. • TV Update – all up and working. Needs some further photos/videos. Suggested that those with Artist Boards/Makers Space at next changeover (March/April) could provide. • Newsletter – Julie has contacted Rachel Ried about taking this on as she showed interest. • Sum Up Card reader for external events. AW provided details of costs of handheld readers. They require Bluetooth, so a mobile phone required. • Opening on a Monday – not feasible due to member numbers at present. Darwin Centre Footfall numbers don't justify opening on this day either. • Item amounts in the gallery have been updated for cards. • Jewellery Cabinets in the gallery are currently not inviting enough to the public and require lighting. 	<ul style="list-style-type: none"> • Ongoing • AW liaising with Owen Carter to resolve. • MH to liaise with those who are having Art Boards/Makers Space • JG liaising with Rachel. • To look at again in April nearer to events time. • See if VAN phone will work with the reader. • All agreed that not feasible at present time. • JG sent details in the February Newsletter. • JG has purchased some battery-operated LED lighting. To be installed ASAP. 	<p>IR</p> <p>AW</p> <p>MH</p> <p>JG</p> <p>ALL</p> <p>ALL</p> <p>JG</p> <p>JG</p>
5.	<p>Treasurers Report for January 2026:</p> <ul style="list-style-type: none"> • Sales were down in January 2026 compared to the previous January 2025 by some amount. • Footfall for January was also lower. The gallery had to close on 2 days as unable to get stewards. • All January Performance overall was down on the previous year. 	<ul style="list-style-type: none"> • See Annex A Report for further details 	DT
6.	<p>Trustee Roles</p> <ul style="list-style-type: none"> • JG has sent out an email to all members to ask for new trustees to join the committee. Janice had to leave for health reasons. • Still require someone to take on the Rota scheduling and VAN Memberships. 	<ul style="list-style-type: none"> • Ongoing • Ongoing 	<p>ALL</p> <p>ALL</p>
7	<p>Art Prize</p> <ul style="list-style-type: none"> • Agreed to do over the period of the Shrewsbury Art Trail in July/August. • Agreed to have a prize of £20 VAN voucher and promotional signs for each 2D and 3D artist with free Artist Board/Makers Space for one month. 		

	<ul style="list-style-type: none"> Needs to be advertised on Instagram and Shrewsbury BID to encourage the public to visit. 	<ul style="list-style-type: none"> Marketing Team to share nearer the time. 	AW
8	<p>Visit Shropshire/Shrewsbury BID</p> <ul style="list-style-type: none"> We have paid the £240 for a year membership with Visit Shropshire Website. Shrewsbury BID are a charity which were created to improve the town – We had a recent issue with supposed “unpaid” invoices. It transpired we hadn’t paid as they had been sent to the wrong address. We do not believe we should be invoiced as we are ‘Not for Profit’ charity. JG has found an old invoice from BID for 2020 which states we are exempt from payment as we are a charity. BID allows local business to promote and publicise themselves. Phil Langstaff (PL) is going to write a piece for the next publication. We should be able to write further articles, up to 6 per year. 	<ul style="list-style-type: none"> JG to contact BID about exemption from payment. AW to liaise with PL on this. 	JG AW
9	<p>VAN Membership</p> <ul style="list-style-type: none"> Current membership as of January 2026 stands at around 80 members. We have around 25 who are exempt from stewarding due to health and caring reasons. 	<ul style="list-style-type: none"> Need to try and encourage new members. 	ALL
10	<p>Friends of VAN</p> <ul style="list-style-type: none"> We need to think of something to thank and keep Friends of VAN. 	<ul style="list-style-type: none"> All to think about. 	ALL
11	<p>AOB</p> <ul style="list-style-type: none"> MS mentioned the number of uncollected items in the basement. MH stated that he had started to look at sorting this out. Those items that we can sell in the gallery will need to be tagged as VAN and any money will go to VAN. Monthly Steward Stock Check – to ensure all members adhere to the exhibition amounts. As Janice Gill has stepped down as a Trustee another Trustee is required to do Bank approvals. MH agreed to take on. MS asked if her and Gisella could create a Spring display for the window – agreed to do in March. 	<ul style="list-style-type: none"> AW and MH to sort on a Monday before next changeover. JG will do at next exhibition changeover. DT to arrange and sort out all necessary permissions for MH. MS to organise with Gisella. 	AW/ MH JG DT MS

20	Date of Next Meeting: 12 th February 2026 at 2pm	<ul style="list-style-type: none"> Back to normal afternoon time 	
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Annex A

Treasurers Monthly Report

Financial Position 1st February 2026

CAF Bank Current Account:	£ 896.50
CAF Bank Reserve Account:	£ 8672.28
PayPal Account:	£ 263.88
Cash to Bank:	£220
Cash in Hand (cashbox):	£78.76

Financial Balance	£10,131.42
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Note: The reduction in the Reserve account was the Charity Projects payment of £1,400

Total to Date	2025	2024	Variance
Sales	£1,287.72	£2,210.35	-£922.63
Total Footfall	857	914	-57

January Performance	2025	2024	Variance
Sales	£ 1,287.72	£2,210.35	-£922.63
Footfall	857	914	-57
Number of items sold	126	156	-30
Sales Transactions	81	100	-19
Customers per sale	10.6	9.1	+1.5
Average Basket Value	£15.9	£22.1	-£6.2