



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

Minutes of the VAN Meeting held 23 April 2026 at 2pm Massarellas, Darwin Centre, Shrewsbury SY2 6QW

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

Item #	Item	Action	By
1.	Apologies: Isabella Rizzo Observer: Diane Harrington		
2.	Declarations of Interest:	<ul style="list-style-type: none"> DO is a member of the SAA 	
3.	Minutes of the meeting held 12 th March 2026	<ul style="list-style-type: none"> Signed as correct by the Chair 	JG
4.	Co-Opting a new Trustee – David Osselton	<ul style="list-style-type: none"> DT agreed and LS seconded 	
5.	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. Painting behind basement step door O2 Wi-fi Contract has come to an end. Attingham Art Fair – To be rescheduled due to time constraints. Painting the gallery exterior - DT will complete Risk Assessment and Method Statement as Gisela Robinson unable to do so. Concord College Christmas Fair 2026. Sum Up Card reader for external events. Shrewsbury BID charges – Have received the bill but awaiting BID committee meeting decision. 	<ul style="list-style-type: none"> Ongoing – chase up Phil Langstaff to arrange meeting Ongoing Ongoing – but centre Wi-Fi is now much better. JG to send forms to Monica and regarding the fair and alternative date to be found. Ongoing – DT to action. Ongoing – LS still to action. Ongoing Ongoing - Waiting on a decision to see if fees will be reduced. 	<p>PL/AW</p> <p>MS</p> <p>DT/JG</p> <p>JG/MS</p> <p>DT</p> <p>LS</p> <p>ALL</p> <p>DT/JG</p>

	<ul style="list-style-type: none"> • Friends of VAN- ways to thank them, encourage others. • 3D Storage downstairs – possible option to use closed store shelving units. • Encouraging new members - We need new members to join – can we ask current members to encourage people to join. • Advertising on TV screen – possible paid adverts – discussed and agreed that local sites such as Visit Shropshire, Visit Shrewsbury, Sabrina Boats may be interested. 	<ul style="list-style-type: none"> • Ongoing - JG to check number of VAN Friends. • MS has contacted centre manager. Still waiting for feedback. • Ongoing • JG to investigate and contact some potential advertisers. 	<p>JG</p> <p>MS</p> <p>ALL</p> <p>JG</p>
6.	<p>Treasurers Report for February 2026:</p> <ul style="list-style-type: none"> • Finances are currently down on last year’s numbers, and this is mainly due to lower sales and footfall in January. • March sales were also down on last year including lower footfall and number of items sold. 	<ul style="list-style-type: none"> • See Annex A Report for further details. 	DT
7.	<p>Window Displays</p> <ul style="list-style-type: none"> • The flowers that Monica created have gone down well with customers and have drawn people into the gallery. • We would like to continue with the displays, but budget is limited. We also need to show more of who VAN are in the window. • Will keep the flowers in the gallery window until June and have a different display for the Summer. (June, July, Aug) 	<ul style="list-style-type: none"> • JG to email members to ask if they would like help with the window display for the summer. 	JG
8.	<p>Concessionary Membership/ Hardship Fund</p> <ul style="list-style-type: none"> • One of the members has a friend who would like to join but due to disability has limited money. Wondered if we could do a reduced rate. • All discussed and agreed this individual could have a free membership, but we would decide on individual basis going forward. 	<ul style="list-style-type: none"> • JG to contact member with decision. 	JG
9.	<p>Member’s A4 Gallery Bio</p> <ul style="list-style-type: none"> • JG suggested we have a folder in the gallery which contains the Artist’s Bios. • This would let customers know more about the individual Artist’s and Makers. • The members would create their own on an A4 sheet and place it in the folder. 	<ul style="list-style-type: none"> • JG to email the details of this to members. 	JG
10.	<p>AOB</p> <ul style="list-style-type: none"> • DT mentioned he will be away for several weeks from 18th September for a holiday. He will be unable to do the payments at this time and attend the AGM. 		

	<ul style="list-style-type: none"> ○ Agreed for him to do 2 separate payments in October and have the AGM in November. ○ Someone will need to cover the rota. <ul style="list-style-type: none"> • Membership Secretary – require one of the Trustees to take on this role. • It has been stated that a few of our members will be taking part in a Pop-Up stall in the Darwin Centre so this may cause a shortage of stewards. <ul style="list-style-type: none"> ○ Nothing can be done as this outside of the gallery. • Desk – MH stated that there was an issue with one of the trestle legs and we really need to replace them or get a new desk due to safety. • Diane agreed to become a Trustee and was coopted onto the Committee. • Need to add both David and Diane to VAN WA group and give them access to VAN drive and email. 	<ul style="list-style-type: none"> • DT to contact members in August to about double payments in November. • All to have a think about taking on this role. • MH will cost up how much to create a new desk from scratch • JG will look at cost of IKEA version • AW agreed and MS Seconded. • AW to action. 	<p>DT</p> <p>ALL</p> <p>MH</p> <p>JG</p> <p>AW</p>
11	Date of Next Meeting: 28 th May 2pm		

Treasurers Monthly Report

Financial Position 1st April 2026

CAF Bank Current Account:	£976.86
CAF Bank Reserve Account:	£ 8,107.62
PayPal Account:	£ 308.84
Cash in Hand (cashbox):	£189.84

Financial Balance	£9,583.16
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Total to Date	2026	2025	Variance
Sales	£3865	£4,815	-£950
Total Footfall	2,582	3,015	-433
March Performance	2026	2025	Variance
Sales	£1,323	£1,710	-£387
Footfall	880	1100	-220
Number of items sold	109	170	-61

Sales Transactions	81	99	-18
Customers per sale	11	11	0
Average Basket Value	£16.30	£17.27	-£0.97