

Minutes of the Three Villages Campus Management Team Meeting 19th March 2014 in the Three Villages Hall

Present:

Retta Deerin, Gill Dunbar, Shaline Groves, Sue Furness, Mary Haggarty, Rhona Dick

Apologies

Melanie Tonks, Fiona Jackson, Carol Murray

Welcome

The Chair welcomed everyone to the meeting.

Minutes of the last meeting

There was one amendment. The dedication service for the Roll of Honour is planned for August.

The minutes were then taken as read and accepted as a true record of proceedings.

Proposed by Gill Dunbar

Seconded by Sue Furness

Matters Arising

When mail arrives addressed to individuals they should be emailed to advise them.

The Youth now has a dedicated cupboard.

The Hall is a life member of Love Loch Lomond.

Finance and Accounts

SAGE accounts were presented. Some work still needs to be done on these.

It was agreed that these do not present the group with all the information it needs.

Retta will send out a list of what she thinks is required for the rest of the group to add to if necessary.

Action Retta Deerin

Team Reports (Circulated in advance)

a. Admin.

Nothing further to report.

b. Pit Stop

The electricity company has almost doubled the payments made by the Pit Stop.

The recent road closures have impacted significantly on takings.

The tartan tablecloths brighten the Diner.

Gill Dunbar will provide a breakdown of Pit Stop income to show how much comes from the Hall catering.

Action Gill Dunbar

The long-term future of the campus was mentioned. A group comprising Dawn Gourlay, Colin Adam, Fiona Butcher, Fiona Jackson & Sue Furness has been set up to consider this. Other community groups have not yet been invited to be involved.

c. Community

The Borrow Pit planning application has been withdrawn.

d. Catering

It was agreed to postpone further discussion on catering issues until Melanie Tonks is present.

For meetings catered by the Pit Stop one round of sandwiches per person is made.

e. Events

Shaline Groves presented an up-to-date list of events

| | |
|--|-------------------------|
| Beer Festival | March 29 th |
| Free Cinema – Philomena | April 5 th |
| Afternoon Tea with the DCB (Dunbartonshire Concert Band) | April 27 th |
| Whisky Galore – Mull Theatre Company | May 11 th |
| Free Cinema 12 Years a Slave | May 24 th |
| Budapest Café Orchestra | June 13 th |
| Ceilidh | July 3 rd |
| Skerryvore | October 3 rd |
| Seven Hungers? | Oct/Nov |

Beer Festival – the Pit Stop staff are willing to stay on beyond their usual closing time if there is demand for food. Rhona Dick expressed thanks for this. Volunteers are needed to sit on the desk throughout the day, and those with food hygiene certificates to help in the kitchen. Trained bar staff are also required.

It was agreed that posters should go out soon advertising this event.

Action Iain Dick

Trading Standards had been in touch regarding the glasses. They may visit during the event, and it may also trigger an EHO inspection. It was agreed that this is to be welcomed. Lynn Nicholson is going to work with us to make sure we have everything in place.

Shaline had been approached by Mike Vass about an event called December-Well. To be performed in early December. This would be an afternoon concert but could also provide workshops for children. The group agreed to pursue this.

ArtMap Argyll. Agreed to work in partnership with them. **Action Rhona Dick**

The Touring Network. Membership would cost us £50 a year for the first two years. There are conditions attached to membership (e.g. attending AGM, actively promoting the scheme and displaying the logo). It was agreed that Shaline should investigate further.

Action Shaline Groves

Hidden Heritage Conference 10th May. The Coffee Morning will be cancelled that day. Sue Furness to update the website with this and Afternoon Tea with the DCB.

Action Sue Furness

It was agreed that the Youth Club should be asked to cancel on the evening of the Skerryvore concert. The group felt that they should not be offered free tickets or a free evening as this would set a precedent for all other Hall users.

There was discussion about getting information out to people. Ideally there should only be one mailing list so that people only receive one notification. It was agreed that Stephen should have it. Andy Downs uses a list of Trust members. For Data Protection reasons the hall might not be able to access this list or the one Mary Haggarty has. It was agreed that Mary would contact everyone on her list asking for their permission to notify them via the Hall of events. The list could then be passed on to Stephen. Rhona will contact Andy Downs and ask him to do the same. **Action Mary Haggarty/Rhona Dick**

The group agreed that the community should be encouraged to organize more events for themselves.

Volunteers

The Pit Stop staff are able to unlock and lock up the hall for Coffee Mornings.

g. Hall Users

Nothing to report

h. Youth

Nothing to report

i. Website

Awaiting content from Ali Campbell.

AOCB

A donation had been received from the Gala Committee. Retta has written a letter of thanks.

The following Information about dialing 112 has been received from David Burley. Its main function is to provide service on a mobile telephone hand set. These functions are built in to the SIM card it is not provider specific or telephone hand set specific.

1: Any mobile handset will carry 112.

2: If you are out of range from your service provider it will find the nearest provider's mast.

3: If you have to use someone else's mobile in an emergency and it is password protected, dialing 112 will bypass the password and call the emergency operator.

4: You can send a text message to 112, this is useful as it uses a different set of frequencies from voice, so if all else fails try sending a text. The emergency service should respond in 3 minutes. Note you have to register for the text message service, send a text message with the word REGISTER to 112/999, they will send back a text message to you, read it and if you are happy, you will be asked to send a message YES to 999, you will then receive another text message confirming that

you mobile is registered.

5: If the mobile telephone you are using is a pay as you go and has no credit, 112 will still work.

All of the above is explained in the video link, at:

<http://emergencysms.org.uk> where there is a video to view if you are deaf, and lip-read or sign explaining how the service works. There is also a leaflet that you can print. This can be found at:

http://emergencysms.org.uk/files/3649_esms_6.pdf

The ABSEN conference takes place on 24th & 25th March.

There was discussion about the most suitable place to display the Roll of Honour. Some people felt the foyer was too cluttered and the paint colour unsuitable. The alternative suggestion was that it be hung at the end of the corridor between the Main Hall and MR1 where it would be prominently displayed on a wall with a neutral colour. Most people using the hall would see it.

Sue Furness suggested having a picture rail in the Hall for temporary exhibitions/meetings/courses. The group felt that this could be useful as long as it was clear of the heaters and was not a fire hazard. Sue Furness will get some sample rails. Action Sue Furness

It was agreed that afternoon meetings are not suitable for everyone and that in future alternate meetings will be held in the evening. As the Hall is fully booked on Wednesday evening meetings will take place on Thursdays. This should enable more people to attend and open the group up to a wider section of the community.

Nothing has been done about recycling bins. It was agreed that one should be placed in the kitchen.

Sue Furness said that the new storage boxes for glasses were very good but she found it difficult to get them out of the cupboard. It was agreed that space should be found in the kitchen.

Date of next meeting:

Wednesday 9th April 2014 at 7pm in the Pit Stop.

There being no further business the meeting closed at 2.15pm