

Arrochar and Tarbet Community Development Trust Hall Management Group

A meeting of the Hall Management Group was held on Wednesday 25 May 2016, in the Three Villages Hall.

MINUTE

1. Attending: Retta Deerin, Barry Dickson , Gill Dunbar, Sue Henderson (Chair), Jim Kelly, Stephen Mackenzie (minutes).

2. Apologies: Mary Haggarty, Melanie Tonks.

3. Declaration of interests. None received.

4. Previous minutes and matters arising.

– *First aid training:* “HeartStart” defibrillator training taking place at Tarbet Hotel, Thursday June 2nd. Most hall volunteers attending. First aid training to follow in due course.

– *Brakes:* Agreed to open Bidvest (*aka* 3663) account. Agreed not to proceed with Wilson Washroom toilet supplies.

– *Film Club:* not yet found anyone to run them. SM still to ask DB. Agreed that films would be run in the winter rather than the summer.

– *Underfloor Heating:* Progressing. JK agreed to follow up a couple of suggestions and report back to the committee.

– *Immersion Heaters:* Kitchen and meeting room heaters replaced. Bathroom heaters checked and still in good condition.

– *Finance:* Overdue invoices: now being pursued regularly.

– *Fabric Fund:* form received from Mark Sutcliffe, new account not opened yet. Discussion of number of signatures required for security.

– *Beer Festival:* last invoice paid, donation sent to MND. £294.36 profit made from the event.

– *Children’s activities:* organisation in progress, dates agreed; publicity to proceed (school, facebook, webpages.) Hall to waive charges so all the money can be spent on the activities.

– *Playgroup donation:* made.

– *Fireworks:* SH talked to Karen re Galafest donation. Will sent letters to local hotels and businesses for donations.

– *Defib. box:* SH had written to Sheenah Nelson to thank her for supplying it, Geoff Logan, electrician, had been in to see what needed to be done to install the box, would be back in touch.

– *Telephone:* agreed to purchase new twin phone set, as cheaply as possible.

The minutes were proposed by Retta Deerin and seconded by Gill Dunbar.

5. Reports

5.1 Finance

GD presented monthly income and expenditure for April and a Prior Year report.

GD to write to PSTC and request monthly catering invoices. Impossible to do accounts without.

Committee agreed to invoice PSTC for remaining £4k, with covering letter.

5.2 Admin

SM intimated that he had been told informally that the National Park are intending to quit their office. Committee agreed that the best use for the room after is to revert to its use as a Classroom.

5.3 Events

The Ben Maggs concert had to be cancelled due to very low sales. HMG agreed that it wasn't worthwhile to attempt to organise any further concerts, but would assist other community groups if they wanted to put something on.

SM distributed a list for forthcoming events and this was discussed.

5.4 Catering/Housekeeping—NTR

5.5 Users Update

SM reported further issues with the Scouts using parts of the hall they hadn't booked without permission. SH said she had a letter ready to send to them.

6. AOCB

— *Storage*: suggestion put forward to install outside storage at the Hall. Agreed to investigate further and put forward candidates for purchase at the next meeting.

— *CCTV*: following recent events of disorder outside and the forthcoming installation of the defibrillator cabinet, the committee agreed to install camera to properly cover the front door area; SM to get quote to bring back to meeting.

— *Business Case for Separation*: revised document reviewed, to be brought to Trust meeting on 31/5/2016.

— *21st May*: The HMG discussed the events of 21st May and came to the following conclusions: that it is not appropriate for Hall property to be removed without permission, but there are no issues with hall property being used for community purposes *with* prior permission. Agreed that the HMG would respond to recent correspondence collectively.

7. Date and time of next meeting: ~~MONDAY 20 JUNE 2016, 1030~~, TUESDAY 21 JUNE 1930 at the Three Villages Hall.