

# Arrochar and Tarbet Community Development Trust

## HALL MANAGEMENT GROUP

A meeting of the Hall Management Group was held on Tuesday 11th June 2019, at the Three Villages Hall.

### MINUTE

**1. Attending.** R Deerin (chair), B Dickson, G Dunbar (treasurer), M Haggarty S Henderson, J Kelly, R MacDonald, S Mackenzie (minutes)

**2. Apologies. Declaration of interests.**

None received.

**3. Previous minutes and matters arising.**

*Car Park Sign.* A draft sign was circulated, costings will be obtained.

*Energy report.* SM noted that Eamon King has left the Change Works post. The surveyor had visited. Not much to be done in the hall, considerable scope for savings in Pit Stop. It is possible to access an interest free loan for improvements. Awaiting the reports.

The minutes were proposed by G Dunbar and seconded by M Haggarty.

**4. Reports**

*4.1. Trust Meeting Report*

Minutes continue to be received from Jen Little which is encouraging. Some projects ongoing.

*4.2. Finance*

GD reported, accounts just finalised yesterday. 28/4/2019 £18,841.09, 29/5/2019 £19,062.80, with just the usual expenditure this month.

Income continues to decline, Matching Panel latest repeating booking to be cancelled. Overdue accounts stand at £533. GD proposed sending statements directly from SAGE and this was agreed.

The meeting also agreed that the hall can only afford to give any one club a free coffee morning each financial year, in the current circumstances.

Noted that the Under Wraps concert lost about £100 overall.

#### *4.3. Admin*

SM noted he would be on holiday the first two weeks of August.

ASCO want to replace *the fire panel* because it is more than 10 years old, a quote is awaited, will be a large amount of money. Hoped to clarify the legal requirements surrounding this.

*Energy Survey*: proposals included installing LED lighting, draught proofing the front door and various proposals for improving the heating in the main hall, awaiting report as mentioned above.

#### *4.4. Events*

A couple of inquiries. Mull Theatre had been in touch, agreed to follow it up. Westerlands hill race at the weekend. A proposal to run an exhibition on Hugh Munro, agreed to investigate if it will fit in the reception area of the hall. Helensburgh Orchestral Society will play the hall again on Sunday 11th August.

#### *4.5. Catering/Housekeeping*

Concerned expressed that equipment continues to go missing from the kitchen; six jugs have just disappeared and have have to be replaced. There had also been issues with the kitchen being left in a disorderly state.

*4.6. Users Update*: Nothing to report.

**5. AOCB:** None.

**6. Date and time of next meeting.** Tuesday 16th July 2019 at 1030 in the Three Villages Hall.