

# Arrochar and Tarbet Community Development Trust

## HALL MANAGEMENT GROUP

A meeting of the Hall Management Group was held on Thursday 18th April 2019, at the Three Villages Hall.

### MINUTE

**1. Attending.** R Dee (*chair*), B Dickson (*users*), G Dunbar (*treasurer*), M Haggarty, S Mackenzie (*Minutes*).

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

Apologies from R MacDonald, S Henderson.

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

Noted that M Kinvig had resigned; also noted a lack of volunteers for the coffee morning again. Agreed to ask for new volunteers after Easter for coffee mornings and the hall committee.

No sign of the *sign for the car park*, as yet.

*Front door* has been repaired.

*Catering issues:* SM had contacted Cllr Freeman who told him that budgets were reducing and it was up to individual departments in the Council to decide if they want to pay for catering. Agreed that the Hall couldn't force people to take our catering and decided to monitor situation.

*Coffee machine* still on the blink; unusual cable required. DB has been helpful with suggestions.

SM still to *obtain paints* to touch up the doors.

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

**4. Reports**

*4.1. Trust Meeting Report*

No report.

*4.2. Finance*

GD provided a finance report. Balance on 1st March £20,315.12 down to £19,459.20 on 29 March. Commercial bookings are down £8,000 on the year, clubs are down £2,500 on the year. Agreed that this lack of support was largely out of control of the committee and the best strategy for the time being was to minimise expenditure.

Still no bank statements received, correspondence continuing with the chief executive's office of RBS, £75 paid in compensation but issue not resolved. Will wait until April to see if statement will arrive, then will go to banking ombudsman service. Outstanding invoices were £2,485, some under 30 days. All financial info for the year ready for H Young on her return.

#### *4.3. Admin*

European elections have now been booked for Thursday 23rd May, this required the cancellation of two clubs and two other council bookings.

Agreed to cancel the Filmbank licence as hall was not showing films any more.

#### *4.4. Events*

SM has booked the Under Wraps band for 25th May; hoping for volunteers for that night. A return of the Helensburgh Orchestral Society is being investigated for a Sunday in August. A public entertainment licence is required; but a temporary one is usually free of charge for charities. It was agreed to apply for this and a permanent one after July when the cost would be reduced.

Noted that the PRS/PPS Music Licence (not directly related) was very expensive and there was a need to minimise this.

The usual list of bookings was circulated for comment.

#### *4.5. Catering/Housekeeping*

Nothing to report.

#### *4.6. Users Update*

Zumba class set to resume 25th April. Badminton club apparently meeting very rarely, only twice in Q1 2019.

### **5. AOCB**

None raised.

**6. Date and time of next meeting.** Tuesday 14th May 2019 1030.