

Arrochar and Tarbet Community Development Trust

Hall Management Group

Meeting of the Hall Management Group (HMG) was held on Monday 18 July in the 3V Hall.

1. Attending: Sue Henderson (*Chair*)(*Minutes*), Mary Haggarty, Retta Deerin, Gill Dunbar, Barry Dickson and Jim Kelly

2. Apologies: Stephen MacKenzie

3. Declaration of Interests. None received.

4. Previous minutes and matters arising

- Underfloor Heating: JK stated that MacLeods' had been out and put a product through the heating system to flush out any impurities. The Committee asked JK to try to arrange an annual service contract
Action: JK

- Fabric Fund: SH to chase up with RBS as to where the forms are in the system.
Action: SH

- Pit Stop Trading Company Invoices: GD stated that to date no invoices or monies had been received from PSTC.

- CCTV: SMcK had produced more signage covering CCTV areas.

- Facebook: SMcK had now altered the administrators of the 3VH Facebook account, with SMcK and SH being the administrators now.

- 10K and Bake Off: SMcK had now included the 10K in the program of events but SH had yet to fix a date for the Bake Off 16.
Action: SH

- WIFI access: SH stated that SMcK had investigated this a bit further and it appeared that there is a onus on the WIFI provider – but SMcK would discuss this further at the next meeting.
Action: SMcK

- Notices: SH stated that SMcK had investigated this and with the PSTC now being open throughout the week the problem of prizes should not arise.

Previous minutes proposed by Retta Deerin, Seconded Gill Dunbar.

5. Reports

5.1. Finance: GD produced that figures for June and asked if a note could be forwarded to the Trust to find out exactly what information and format they currently require regarding 3VH accounts. MH suggested that SH liaise with the Trust Chair for this information. GD also stated that she was still waiting to hear from Bankline and that she was actively chasing this up. Action: GD/SH

- Subsequent to HMG meeting - SH received the Trust minutes which included Trust and PSTC accounts and forwarded the June accounts to the Trust Chair in the format presented in their minutes.

5.2. *Admin:* SH stated that David Burley is kindly upgrading the ACER laptops to Windows 10 and that LLTNP office had almost been vacated and 3VH had started taking provisional bookings of the classroom.

5.3. *Events:* SH stated that the children's event appears to be going well and proposed that flowers be sent to Eileen Kay as a thank you for all her hard work – this was agreed unanimously. SMcK produced a list of forthcoming events with SH highlighting a problem regarding a party on 6 August (SH to liaise with SMcK). Action: SMcK/SH

5.4. *Catering, Housekeeping:* No report available.

5.5. *Users Update:* SH informed HMG that a dance class business for children wanted to start in the 3VH but they were worried about numbers attending and the financial viability. It was proposed, that as it would be of benefit to the village, 3VH give them a 3 month trial at the community rates.

6. AOCB

MH asked if those HMG members who had not attended in recent meetings be contacted to find out if they still wished to remain on the Committee. She also reminded us that one was the Trust representative on HMG. Action: SH

SH informed the Committee that further to the e-mail forwarded to the HMG regarding Stella Segesdy using of the gym for inductions and/or fitness programs. SMcK reports that it seems to be working well with Stella having access to the 3VH.

SH sought HMG support to thank Rhona Dick, Chris Fowler and Duncan Murray for their "Green Fingered" help in tidying up the gardens at the front of the 3VH. Agreed unanimously.

7. Date and Time of Next Meeting.

It was agreed next meeting will be held on Tuesday 16 August at 1030