

Arrochar and Tarbet Community Development Trust

Meeting of the Campus Management Group was held on Tuesday 16 June in the 3V Hall.

1. **Attending:** Sue Henderson (*Chair*)(*Minutes*), Mary Haggarty, Retta Deerin, Gill Dunbar, Melanie Tonks.

2. **Apologies:** Stephen MacKenzie

3. **Previous minutes and matters arising**

SH confirmed that Maria Pollard had spoken with the Trust regarding the £5000 loan and it was confirmed that this loan would be repaid late summer/autumn.

SH stated that she had brought up the subject of the 3VH being opened at weekends for the use of public toilets to the Trust. She confirmed that Duncan stated that he would be completing admin work at the Hall on Bank Holiday Monday and would open the Hall. MH voiced her utter dismay regarding this.

SH confirmed that rather than write, she had spoken with Angela – and the Youth Group seemed in good fettle and that there were no major issues.

SM to organize Fire training.

Action: SM

Previous minutes proposed by Retta Deerin, Seconded Mary Haggarty.

4. Reports

4.1. *Finance:* SH stated that in the absence of SM she was unable to provide a financial report this month, but did confirm that the accounts had been handed to Heather.

4.2. *Admin:* SH reported that at the Trust meeting the subject of Automatic Enrolment (pensions) was brought up - she was trying to seek clarification from the Pensions Advisory Service of when the Hall Staff's start date would be and that this would be an additional cost to Hall funds.

Action: SH

SH stated that she was still waiting on Heather to provide total income figures so that monies can be forwarded to the Performing Rights.

SH stated that 3VH had received a letter from Business Stream (Scottish Water) regarding the installation of a Water Meter, but alarmingly they thought that there was still a public toilet. SH is liaising with Business Stream and will inform CMG of any outcome although she did think that the Hall would be exempt Water charges because of the Halls' charitable status.

4.3. *Events:*

Galafest Quiz Night (23 May): Evening seemed to go well with no issues being brought up.

Budapest Cafe Orchestra (28 May): MT stated that bed and breakfast was booked for BCO in Arrochar hotel but they had added rooms and also went to the Pit Stop for breakfast. Taking into account ticket sales and bar profits there was a small loss. SH proposed that she look into the procedures for hiring bands in the future and would report back to CMG in due course.

Action: SH

Confirmation parties (6 Jun): Seemed to go well despite there being an already foreseen issue regarding kitchen facilities.

Neil Diamond Tribute Night (18 Jul) SH informed the CMG that Gillian McGlone on behalf of the Playgroup, was organizing this “bring your own bottle” event. Hall staff would help if/where required. **Action: SM**

Galafest (1 Aug) SH read out a brief statement from Tom Jackson re: Galafest. In this he sought clarification regarding pricing of Hall hire. SH stated and CMG agreed that, Galafest was a Community event with funds being distributed throughout the villages, and it was only right a proper that there be no charge for the use of the Hall. Tom also asked about the possibility of the Hall and Gala jointly purchasing outside speakers. RD believed that she could not foresee a need for outside speakers for the Hall. SH asked MT where did they get speakers from at previous Galas? MT responded that they usually use the disco speakers and would investigate the possibility of using/borrowing them again.

Mull Theatre: SM to double check date as 25 August is a Tuesday. **Action: SM**

Duke of Edinburgh Awards: SH informed the CMG that Marc Sutcliffe (Scouts) had informed the Trust that a few of the Scouts were aiming for their Duke of Edinburgh Awards, this would include “volunteering”. SH proposed that perhaps these Scouts may like to make a project of organizing a Halloween Party for kids and/or adults and liaising with the various aspects of the community to achieve their goal. The CMG thought that this was a good idea and may let some of older children see what goes into organizing events. SH had already forwarded this to Marc and was awaiting a response.

4.4. Catering, Housekeeping: GD stated that she had made up Freezer/Fridge temperature charts and that Hall Staff are maintaining this. MT had nothing to report. MH asked what, if any, tables and chairs from the Hall were still in the Pit Stop?

4.5. Users Update: Nothing to Report.

5. AOCB

SH presented a paper regarding whether the Hall should be independent of the Development Trust, and establishing of a separate Hall Trust Charity. CMG looked at this proposal, to which there were no dissents. SH told CMG that she planned to hand out this paper to the Trust at tonight's meeting and give them a chance to look at it and respond. **Action: SH**

SH read out a statement from Iain Dick regarding him wishing to be relieved of the position of Premises Manager. SH said that she felt it appropriate that it was a member of CMG who held this position and was willing to take on this role, CMG agreed that SH should takeover the role of Premises Manager. MT said that whoever was Premises Manager had to have a Personal License and forms would need to be forwarded to Raymond Park (Argyll & Bute Council). SH said she was quite happy to liaise where necessary. **Action: SH**

SH asked permission of CMG to purchase a till for bar activities. CMG approved. **Action: SM**

6. Date and Time of Next Meeting.

It was agreed next meeting will be held on Tuesday, 14th July at 2pm.