

Arrochar and Tarbet Community Development Trust

HALL MANAGEMENT GROUP

A meeting of the Hall Management Group was held on Tuesday 14th May 2019, at the Three Villages Hall.

MINUTE

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

2. Apologies. Declaration of interests. C Driscoll, apologies. No declarations of interests made.

3. Previous minutes and matters arising.

Car Park Sign: as the sign was not forthcoming it was decided to source one via J. Kelly instead.

Coffee Machine: still not repaired.

Concert: occasional licence has arrived.

Zumba Class: has resumed, well attended.

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

4. Reports

4.1. Trust Meeting Report

Pleased to received agenda and minutes for the next meeting. The Chair praised the new newsletter as well and hoped it would continue.

4.2. Finance

GD was unable to provide a printed report this month as SAGE required to be updated for the previous financial year by Heather Young. Bank balance continues to decline but more slowly. The balance at the end of March was £18,996.08, finishing at the end of April at £18,841.09. Unusual expenses included the repair of the front door hinges at £475.20, and a replacement projector bulb at £84. Other expenditure was normal.

Outstanding invoices over 28 days, currently stand at £1,296. Some strong letters to be written.

The Treasurer was pleased to report that the bank statements have resumed and the missing months had been provided.

4.3. Admin

Energy survey for the Hall and the Cafe arranged via Changeworks, date to be determined.

The Abbeyfield in Helensburgh had contacted the hall wondering if any group would appreciate a presentation from them, but the committee didn't think any groups would be interested.

A couple of large bookings had been cancelled, but more bookings were arriving now.

Dougie Campbell on holidays on the first two weeks of June.

4.4. Events

SM presented the latest list of events.

School show: scenery to come in early, rehearsal Monday and performances Wednesday, hoping that everything will be cleared up on Wednesday.

The Under Wraps concert on 25th May, occasional licence obtained; noted adequate stewarding required as a condition of the licence. Still waiting for the public entertainment licence [*which did arrive in time*].

Galafest has now been booked for Saturday 28th September.

4.5. Catering/Housekeeping

Very quiet on the catering front, more council meetings have been cancelled, no issues with the food that has been produced. SM And SH continuing to liaise.

4.6. Users Update

No report.

5. AOCB.

Wedding brochure: one response only. Decided not to proceed for the moment.

6. Date and time of next meeting. Tuesday 11 June 2019 at 1030 in the Three Villages Hall.