

Arrochar and Tarbet Community Development Trust

Hall Management Group

Meeting of the Hall Management Group (HMG) was held on Tuesday 21 June in the 3V Hall.

1. **Attending:** Sue Henderson (*Chair*)(*Minutes*), Mary Haggarty, Retta Deerin, Gill Dunbar and Mark Sutcliffe.
2. **Apologies:** Stephen MacKenzie, Jim Kelly and Barry Dickson
3. SH congratulated MS on being elected Chair of Arrochar and Tarbet Community Development Trust and welcomed him to the HMG to get a feel for what HMG are doing.
4. **Declaration of Interests.** None received.
5. **Previous minutes and matters arising**

- First Aid Training: The "Heart Start" defibrillator training was postponed on Thursday 2 June, due to a traffic accident and training had taken place earlier on 21 June. Eileen Kay suggested organizing a family Heart Start training over the summer holidays. Dates to be confirmed. SH requested that on behalf of the HMG, thanks to Eileen is minuted.

- Underfloor Heating: SH stated that MacLeods' had been in earlier on today but had not had a chance to get feedback from JK or SMcK.

- Fabric Fund: SH confirmed that the forms had been forwarded to RBS.

- Defib Box: Now installed.

- Telephone: Now installed.

- Pit Stop Trading Company Invoices: GD stated that no further invoices from PSTC and no monies had been received regarding to the £4K loan. MS asked for some information regarding this loan and a copy of the loan letter. **Action: GD**

- Storage: A storage shed had been purchased, but on assembly it was unfit for purpose and to be returned. **Action: SMcK**

- CCTV: A new CCTV camera had been installed to overlook the defibrillator cabinet. MS asked if there was adequate signage regarding CCTV. SH said that she would ask SMcK to check with SECOM. **Action: SMcK**

- Scouts: MS said that he would speak to SMcK about getting a brief regarding Hall procedures.

- Business Case for Separation: SH briefed the HMG regarding the Trust Meeting on 31 May and with the Hydro project not going ahead the Trust's liabilities at this present time were not in danger. SH also stated that the Trust had produced the Halls finances from the last 3 years noting that each year had seen a decline in Hall profits but these figures did not reflect that the Hall had received various funding grants since the Hall opened and that FY 14/15 was the first year in which no funding grants had been received. MS also stated that he personally did not think that there was a strong enough case. General discussions took place regarding the Trust and its relationship with

HMG. Both MH and RD stated that they were glad any immediate threat had subsided but still believed that the Hall should be separated from the Trust.

Previous minutes proposed by Retta Deerin, Seconded Mary Haggarty.

6. Reports

6.1. Finance: GD produced that figures for May 16 and stated that she was still waiting to hear back from Bankline, the RBS online banking system.

6.2. Admin: SH was advised by SMcK that there were various administrators on the 3V Hall Facebook page and some items had been posted on our Facebook page without seeking prior approval. HMG agreed that all posting should be with approval of HMG and/or 3V Hall staff and that all other administrators should be thanked for their previous input but advised that they are being removed as administrators now. **Action: SMcK**

6.3. Events: SMcK produced a list of forthcoming events MH noted the Arrochar 10KM be included and SH said that she would finalize a date for the Bake Off 16. **Action: SMcK/SH**

6.4. Catering, Housekeeping: No report available.

6.5. Users Update: Nothing to Report.

7. AOCB

- WIFI access: RD asked what the legal status was of the 3V Hall if people were accessing unsuitable websites using 3V Hall's WIFI? MS believed that the onus is on the person using the WIFI rather than the provider of the WIFI.

- SH stated that she had been approached by a member of the public asking where they can pick up their prize? Not knowing what they were talking about she was shown the Hidden Heritage sign that had been put up on the 3V Hall notice board. The sign states they should collect their prize from the 3V Café and the café was closed. Perhaps SMcK could contact the originator of the poster to see what the alternatives are? **Action:SMcK**

8. Date and Time of Next Meeting.

It was agreed next meeting will be held on Monday 18 July at 1030