

Minutes: Garvald Village Hall Committee (GVHC)

Wednesday 10th February 2016

Attendees: Jim Pattison (JP,) Chairman; Hazel Clark (HC,) Treasurer; Katy Mowat (KM,) Secretary; Eric Easton (EE;) Rob Freeland (RF;) Roy Evatt (RE;) Susan Macal dowie (SM;) Vicki Short (VS;) and Barrie Ash (BA.)

Apologies: Laura Young(LY;) Sarah Ramsay (SR;) and Hugo Straker (HS.)

December Minutes

- Proposed by EE and seconded by SM

Strategy meeting Minutes

- Proposed by JP and seconded by HC

Matters Arising from Actions Points

Hall Lights

- Replacement lights for the main body of the Hall have been costed and a grant for the amount approved by GMCC
- Once said grant is rubber stamped and funding received, the work will be able to start

Risk Assessments

- A copy of Caroline McGregor's risk assessment for the Hall has now been filed in the Chair's file

Trees on drive

- The trees overhanging the drive have been well pruned by Stephen Ness, and his £280 bill received and paid

Blocked downpipe

- The downpipe at the west end of the Hall is still blocked
- John Hughes had been working to resolve the issue, and HC said she would phone him to see if he could come back again
- **ACTION: HC**

Windows

- As per the Hall Lights, funding has been approved by GMCC but the grants needs to be rubber stamped
- All being well, MacArthurs will be able to start the work in March

Survey

- At the Strategy Meeting, it was suggested that we seek a structural engineer's advice on the fabric of the Hall so to better inform reserves policy and future spending plans
- RE's wife Shirley, a structural engineer herself, suggested we employ a firm called Harveys (check) who would look at the building and provide a "care and maintenance plan" for c£1000
- All agreed this sounded promising, and RE agreed to ask Harveys for a pro forma of said plan ahead of the next meeting
- **ACTION: RE**

Cleaning

- The subject of having the Hall cleaned regularly was discussed at length, with the committee roughly split between those who think it necessary and those who don't
- Although Hall cleaner, Avril Julien, has already offered to do a three hour weekly full clean at £12 per hour, it was agreed that we should go back and ask her if a couple of hours every fortnight were possible
- **ACTION: HC**

Letter from Anne Raitt

- The committee reviewed a letter from Anne Raitt (AR,) which asked for hire charges to be rescinded for set piece village events like the Hogmanay Ceilidh
- KM also spoke on behalf of the village Xmas Dinner and reiterated AR's sentiments, saying that her committee were unhappy about paying the Hall rent to stage an event which was designed to benefit the entire community

- At present, the Hogmanay ceilidh, the Xmas dinner, the flower show and the various children's parties are charged nominal rents which accrue c£100 in income for the Hall per annum
- Said rents are levied to defray against wear and tear, heating and electricity costs etc, and it was noted that most other village halls do the same
- There followed much debate about the pros and cons: whether rents were putting people off organising new events for the village; and whether such nominal income was worth the negative goodwill it was engendering
- Ultimately, it was decided that charges for current events would be waived temporarily as a "goodwill gesture" and that anybody proposing a new community event would be looked upon favourably
- KM offered to draft a letter to AR informing her of the committee's decision, and the rest of the village would be informed at the forthcoming (re-)launch event
- **ACTION: KM**

General housekeeping

- HC asked the committee's thoughts on various matters, namely:
 1. Did they approve of asking Davy Hood to remove disused and unwanted electric heaters when he was in the Hall installing the new lights? Yes;
 2. Did they approve of asking MacAthurs to replace broken window panes in the kitchen, and installing an extractor fan, when they were in the Hall working on the main Hall Windows? Yes;
 3. Did they approve of asking Claymore to replace fire bars on both the front and back doors so to make the Hall more secure? Yes;
 4. Did they approve of the current layout of furniture in the Hall, and if so, should Graham Barnes be asked to photograph it so to provide hirers with a visual check list for tidying up? Yes;
 5. Could Alan Oliver be asked to come and do touch up paint work after both the lighting and window work have been done? Yes;
 6. Could a work party be arranged to do various bits of post Christmas tidying and also an inventory in the kitchen? Yes
- **ACTION: ALL**

PA System

- EE briefed the committee on Dave Ramsay's (DR) research into buying and installing a PA system in the Hall
- He advised that we needed something iPod/Pad compatible with wireless microphones, wall mounted speakers and a simple mixer for bands which could all be safely locked away
- Suitable equipment could be sourced for c£1100, and DR had kindly offered to do the installation for free
- All agreed that it would be good to have a self assembled system as it should be easily self maintained
- Moreover, it was agreed that the project could be funded from existing 100 Club funds
- EE said he would feed back to DR and see when it might be possible for him to get on the case
- **ACTION: EE**

Events

(Re-)Launch Event

- KM informed the committee of her and SR's discussions about a launch event, and specifically the difficulty of coming up with something catchy – they didn't want to seem to be asking the village to come to a glorified AGM
- In light of previous discussions about a PA system, KM wondered whether a Bingo or Karaoke night might prove a good idea
- If the PA System were to be funded by the 100 Club, the committee could invite the community to come and use it as a way of saying thank-you and then ask villagers for their thoughts about the future running of the Hall
- SR had also proposed the idea of Hall "membership" as a way of simplifying and de-formalising the process of hiring the Hall
- For an upfront fee, a "member" might be able to hire the Hall X times per year, booking on line and picking up the key from single secure place
- Given the slightly underdeveloped nature of these ideas, KM agreed to go back to SR and come to the next meeting with some more concrete proposals
- **ACTION: KM and SR**

Hall Hires

Hall Hire Charges

- BA reminded the new committee that it would be prudent to review hire charges, and it was agreed that we would do so at the next/April meeting
- **ACTION: ALL**

Treasurer's Report

Balances

- Current Account: £18366.71
- 100 Club Account: £2962.42

A Debit Card for the current account

- HC asked whether the committee would allow her to apply for a debit card on the Hall's current account so to simplify future online purchases e.g. the PA System
- All agreed that this would be a very good idea, and encouraged her to go ahead
- **ACTION: HC**

An account for segregated reserves

- SM informed the committee that she had been looking at higher yielding accounts into which we could invest our proposed £10k of segregated reserves, and said she would come back with a shortlist ahead of our next meeting
- **ACTION: SM**

100 Club

- It was agreed that the 100 club be "rested" this year, and KM agreed to use the website to notify the village as such
- **ACTION: KM**

AOB

Dogs

- BA reported that a hirer had inquired as to whether dogs were allowed in the Hall – they wanted to invite theirs to their wedding
- Given the special circumstances, it was agreed that BA could say yes – provided poop was picked etc

GMCC Rep

- JP reported that Penny Short, the chairperson of GMCC, had kindly offered to attend some of our meetings
- As such, KM agreed to add her to all future mailing lists
- **ACTION: KM**

Date of next meeting: 7pm on Wednesday 13th April