

Minutes: Garvald Village Hall Committee (GVHC)

Wednesday 8th August 2012

Attendees: Barrie Ash (BA;); Katy Mowat (KM;); Hazel Clark (HC;); Ian Anderson (IA;); and Caroline McGregor (CM.)

Apologies: Jean Casey (JC;); and Vickie Short (VS.)

Absent: Davey Hood (DH;); Peter Marr (PM;); and Ian Marr (IM.)

July Minutes:

- Proposed HC by and seconded by IA

Matters Arising From Action Points

Fire Safety Notices

- Notices of fire safety procedure still need to be laminated and displayed at exits, as per our fire safety briefing with Davie Murray
- **ACTION: IM**

Old Lights

- The sale of these via e-Bay is still to take place. CM has offered to help HC, and they are liaising
- **ACTION: CM and HC**

Thanks to Toilet Block Donors

- Sheila Calder (SC,) a friend of CM's, has made a notice thanking those who contributed to the toilet block
- CM was thanked, and also asked to convey our gratitude to SC
- It was suggested that DH could be asked to put up the notice in the entrance area
- **ACTION: DH**

Local Priorities Fund

- We have applied to the Local Priorities Fund, by the way of GMCC, for help with new fire extinguishers and an automatic urn
- The matter was slated for discussion at the August GMCC meeting, but it was reported that this did not happen due to lack of time
- As such, we await the October meeting of GMCC and hope for a resolution then

Insurance Renewal

- As per the decision at our July meeting, the Hall insurance has been renewed by way of our broker Edinburgh Risk Management
- The new Certificate of Employer's Liability has now been displayed in the Hall, and the policy documents been put on file

Building Work

Applications to GMCC for Crystal Rig Community Development Fund Money for External Paintwork and West End Door

- An application for the cost of external paintwork was made ahead of GMCC's August meeting, in addition to an outstanding application for maintenance work to the West End Door
- It was reported that ours were amongst numerous applications to said meeting, and that there was much debate of the relative merits
- It was ultimately resolved that the Hall would not get any funds immediately, but £4176 would be paid out come October
- This amount will cover the cost of external paintwork, which is our priority, meaning that the West End Door work will have to be delayed
- We already have two quotes from painters, but DH had been hoping to secure another
- In DH's absence, a decision as to who to engage was temporarily delayed
- **ACTION: DH**

Path Across Orchard

- Community Service have been asked to install a membrane covered with slate chippings so to prevent weed growth on the strip of land between the new path and the building
- We still await to hear from them when it will be done

Internal Damp Patch

- At the July meeting, we discussed the internal damp patch – and specifically whether it was time to get it re-plastered and painted
- DH suggested that we ask a local tradesman, Gordon McCue, to come and look at it and quote if needs be
- In DH's absence, it was unclear as to whether this has happened so further debate was delayed
- **ACTION: DH**

Blocked Downpipe

- The downpipe by the kitchen had been overflowing during recent downpours
- DH has now cleared the blockage, so many thanks to him

Events

Hogmanay

- It was reported that there have been enquiries from the village as to whether the Hall will be staging the usual New Year ceilidh
- At present, nothing has been arranged so it was decided to convene a meeting of the events sub-committee as soon as possible
- **ACTION: HC, CM, JC, VS and KM**

Hall Hires

Weddings

- There is one more wedding to come this year, at least five already booked for 2013 and a number of other outstanding inquiries
- Whilst this is undoubtedly good for Hall funds, it creates a considerable amount of work for and places an unfair burden on the Bookings Secretary
- In the absence of a number of committee members, it was suggested that a proper discussion of these important issues be delayed until the next meeting
- In the meanwhile, BA agreed to write a paper highlighting his concerns which will then be circulated and used to frame the debate
- **ACTION: BA**

Dance Fitness

- Following an inquiry about using the Hall for "dance fitness" classes, BA has attended a preliminary meeting with the potential hirer
- She was impressed with facilities, and has subsequently been in touch with KM about possible class types etc
- KM confirmed that she is now liaising with the potential hirer, and agreed to keep BA apprised of any developments
- **ACTION: KM and BA**

Terms and Conditions of Hire and Application Forms etc

- KM has submitted a final draft of the new hire documentation
- It was accepted by the committee, and BA agreed to start using the documents as and where possible

Treasurer's Report

Balances

- Current account: £8970.69 – and there was another £952 cheque from GMCC cashed subsequently
- 100 Club: £1787.39

Auditor

- It was reported that Gary MacGregor (GM) has kindly agreed to audit our accounts come year end

100 Club

August winners

- 22, Tim Flynn; and
- 65, Anne Rait

Another 100 Club

- HC has yet to make a flier for the new round of the 100 Club, which is due to start in September
- CM offered to help her with this, and KM said she would also publicise via the website
- **ACTION: HC, CM and KM**

AOB

Viridor Fund

- At the August GMCC meeting, we finally received the £952 promised to us from the remaining Viridor Fund
- This effectively reimburses us for work already undertaken e.g. the disabled loo upgrade

Table Tennis Table

- It was reported that this has been hired a couple of times during the recent wet weather

Permanent Sign for Jubilee Tree

- KM was asked when there would be a permanent commemorative sign erected alongside the Jubilee Plum Tree
- She reported that the task had been delegated to another member of the Jubilee team, but would chase her up
- In the meanwhile, HC suggested erecting a wee protective fence at the base of the tree and offered to ask Dick Short for assistance

- **ACTION: KM and HC**

Village Hall Trustees Meeting

- ELDC have invited us to attend an open meeting of local village hall trustees
- HC offered to attend on our behalf, many thanks to her

Legionnaires Disease

- BA has received a letter from the Health and Safety department at ELDC, evidently motivated by the recent Legionella outbreak in Edinburgh
- We discussed how to respond, and HC suggested asking the thoughts of other village hall trustees at the forthcoming open meeting
- **ACTION: HC**

Date of Next Meeting: Wednesday 19th September at 7pm