

Minutes: Garvald Village Hall Committee (GVHC)

Wednesday 10th April 2013

Attendees: Chair - Barrie Ash (BA); Treasurer - Hazel Clark (HC); Secretary - Katy Mowat (KM); Davey Hood (DH); Caroline McGregor (CM); Jean Casey (JC); Lana Bambridge (LB); and Vickie Short (VS.)

Apologies: Ian Anderson (IA.)

Absent: Ian Marr (IM.)

March Minutes:

- Proposed by HC and seconded by JC

Matters Arising From Action Points

Fire Safety Notices

- Laminated fire safety notices are now in position at both emergency exits
- Davie Murray, who conducted our fire safety training, will be asked to check them when he is next in the Hall and ensure that they are compliant
- **ACTION: BA**

Old Lights

- The remaining six lights are currently being advertised on line at www.gumtree.com
- CM has recently re-worded the advert, and it has attracted more page views if not a sale
- As such, it was decided that we should leave it online a bit longer – and also be prepared to negotiate on price
- **ACTION: CM**

Service Agreement with Calor Gas

- To complete this document, various bits of information about our boiler and system are required
- BA has been liaising with the engineer who fitted it, and he will be able to help us when he next comes to carry out the annual service
- Said service is due to happen soon, and afterwards, BA will sit down with DH to finalise the paperwork before posting off to Calor Gas
- **ACTION: BA and DH**

Notice Board

- The Hall notice board, at the foot of the drive, was damaged in some wild mid December weather
- Dick Short has kindly been mending it, and HC will touch up the paintwork on it once the weather warms up
- A donation of £40 has already been made to cover his costs, and to say thank-you for all his hard work
- **ACTION: HC**

Path Across the Orchard and Gardening to the Rear of the Hall

- HC has now been in touch with community service about these two projects, and they have agreed to come and assess what they entail
- **ACTION: HC**

Crystal Rig Community Development Fund

- At our last meeting, a variety of projects were earmarked as possibly worthy of submission to GMCC for the next available tranche of wind farm money
- Some of said projects have now been costed, i.e. repairs to the Boiler Room and West End Trapdoor, whilst others still need a bit more work, e.g. LB agreed to get a formal quote for resurfacing the floor
- An additional project was also proposed, namely buying some collapsible trestles to replace our old plank tables
- As the closing date for Fund applications is the end of May, we need to make final decisions at our next meeting so everyone was asked to bring fully formed and priced ideas to the table then
- **ACTION: ALL**

Contact Details

- KM has finalised the list, and will now forward it to the rest of the committee

- **ACTION: KM**

Building Work

External and Internal Paintwork

- Cockburns have now finished both the internal and external paintwork, and all agreed that they have done a good job
- The bill of £2,974 has been received and paid by bank transfer

West End Door

- Barry Rollo has now made a start on the various repairs needed to the West End Door
- As requested, he sent us the invoice in advance (£2654) – and HC has successfully used it to pull together funding from a variety of sources, namely:
 1. The external and internal paintwork cost less than expected, so surplus funding of £ 515.81 could be reappropriated
 2. GMCC have kindly allocated £1,025.35 from the Local Priorities Fund
 3. And GMCC are also arranging for £1113.24 from Crystal Rig Community Development Fund to be allocated to cover the balance
- HC was thanked for all her efforts on this, and the ongoing support of GMCC was also acknowledged

Boiler Room and West End Trap Door

- Repairs to both the boiler room and west exit trapdoor have been highlighted as priority, and possible applications to the next available tranche of Crystal Rig Community Development Fund
- Barry Rollo has been to assess the work, and has produced a comprehensive quote of £1000 plus VAT
- Said quote was discussed at length, and it was unanimously agreed that he be asked to do the work as soon as possible
- It was also agreed that we should make an application to GMCC for Crystal Rig Community Development Fund funding
- **ACTION: BA and HC**

Events

Wine tasting evening

- It was noted that this has now been postponed until Saturday 8th June

Plant sale

- BA asked whether this event should be delayed due to the unpropitious growing weather, and JC suggested that some of the Xmas Fair crafters be invited along as well
- Both ideas were discussed and agreed upon
- As such, a Plant/Table Top sale will now take place on Sunday 19th May
- KM agreed to update the website ASAP, and the events sub-committee will meet to discuss arrangements
- **ACTION: CM; HC, VS, JC, LB and KM**

Hall Hires

Wedding on Saturday 27th April

- This year's first wedding is slated for the end of the month
- It was agreed that the Lindsays be instructed to clean the Hall in advance
- Moreover, volunteers were sought to help with management over the three days
- VS kindly offered to take the lead, with LB supporting on Friday and Saturday, with KM coming in on Sunday
- **ACTION: BA, VS, LB and KM**

Wedding at Christmas

- BA informed that he had received an inquiry for a wedding the weekend before Christmas 2013
- The whys and wherefores of this were discussed, not least the availability of volunteers to manage and a possible clash with the annual village Children's party
- Eventually, it was decided that such a wedding hire on that weekend would not be possible
- As such, BA will inform the inquirer and suggest alternative dates
- **ACTION: BA**

Treasurer's Report

Balances

- Current account: £13236.72 – inc. two payments from GMCC (see West End Door,) as well as the balance payment for a June wedding

- 100 Club: £2307.89

100 Club

April Draw

- 51, Ruby Short; and
- 6, Heidi Ingram

AOB

Thanks to Sue Kelly

- BA asked for Sue Kelly, the pilates instructor, to be sent a formal note of thanks for her ongoing hire of the Hall
- ACTION: KM

Hall Constitution and Trustees

- BA said he wanted to make sure that all committee members and trustees have an up to date copy of the Hall constitution, so he plans to circulate by e-mail ASAP
- There followed some discussion about the roles and responsibilities of both committee members and trustees, and also how best to keep everyone well informed and involved
- ACTION: BA

Indemnity Insurance

- HC noted that Morham Hall have taken out additional "trustee indemnity" insurance, and asked whether we should do the same
- BA said he would consult with Fiona Sheldon, our friendly lawyer, to see where we stand on this legally
- ACTION: BA

Date of Next Meeting: Wednesday 8th May 7pm.