

Minutes: Garvald Village Hall Committee (GVHC)

Wednesday 12th February 2014

Attendees: Barrie Ash (BA,) Chairman; Hazel Clark (HC,) Treasurer; Katy Mowat (KM,) Secretary; and Caroline McGregor (CM.)

Apologies: Vicki Short (VS;) Laura Young (LY;) and Jim Pattison (JP.)

Election of Office Bearers

- It was decided to postpone this vote until our next meeting, in the hope that more committee members would be present
- In the meanwhile, the three standing office bearers will continue in their roles
- It was also noted that HC will continue to be GVHT's representative at GMCC meetings

AGM Minutes

- Proposed by HC and seconded by BA

January Minutes

- Proposed by BA and seconded by HC

Matters Arising

Curtain for meeting room

- Doreen Ash has proposed making something more like a blind to cover the meeting room window, as it is too odd a shape to hang a curtain
- Everyone agreed that this sounded like a great idea, and said she should go ahead
- **ACTION: BA**

Glassware

- KM apologised for still not having had time to produce laminates for the Hall glassware, advising how best to use and store it on an ongoing basis
- It was suggested that she hold off until the Boiler Room (i.e. where the glasses will be stored) renovation and repaint is complete

Stage Curtains

- We already have a quote from Norman T Craig for making and hanging fire retardant stage curtains, and are still waiting for a comparative one from Dixon Blinds and Shutters
- HC has also mooted the idea of making and hanging something ourselves, and brought a number of fabric swatches along to the meeting
- After some discussion, it was decided that we should investigate the DIY approach further and see if anyone in the village would be willing and able to help out
- **ACTION: HC and CM**

Accident and Injury Register

- BA showed the committee the Accident and Injury Register, and explained how it should be completed
- To comply with the Data Protection Act 1998, all reports need to be kept confidential, and BA said he would store them in his Chairman's file as and where necessary
- KM confirmed that she has now put up posters in the kitchen, one explaining the need for all accidents and injuries to be recorded, and another showing where said Register is kept

Trustee Indemnity Insurance

- Following conversations with local lawyer Fiona Sheldon, it has been established that the Hall should have some sort of Trustee Indemnity Insurance
- Further research has indicated that different policies have contrasting levels of cover, and the costs vary wildly as a result
- Given the impact on the Hall's trustees, it was suggested that they should be involved in any discussion of this cover and associated costs

- As such, it was suggested that all trustees be encouraged to come along to our next meeting where the issue will be made the first agenda item
- **ACTION: BA and KM**

Plumbed in Urn

- Following a shortage of hot water at the Burns Supper, HC has suggested that we revive plans to install an automatic urn in the kitchen
- A suitable appliance has been costed at £339.99 plus VAT, and a local plumber has said he'd charge £104 to plumb it in
- There will be some additional costs, namely moving kitchen cupboards to make space and hard wiring it in, so it was agreed to ask Barry Rollo and Davy Hood for appropriate quotes
- Once the total cost is clear, HC said she will make an application to the Crystal Rigg Community Development Fund for a grant
- **ACTION: HC**

Building Work

- Following the recent wet weather, both exit doors are very swollen and hard to open – and a small pool of water has appeared on the floor between the west exit and kitchen doors
- Barry Rollo has been asked to come and have a look at both issues, and it is hoped that he will come soon
- Community Service have also been asked to come and look at the West Vestibule and Boiler Room, with a view to painting them, and again, it is hoped that they will get in touch soon
- **ACTION: BA and HC**

Events

Burns Supper

- This took place on Saturday 1st February and was well supported, raising £194 for the Hall after costs
- Thanks were offered to all who helped out, and especially the local DofE Gold troop who waited tables and entertained so proficiently

Calendar of Events

- There were lengthy discussions as to what events to hold over the rest of the year, following on from the successful Hogmanay and Burns Supper
- The Jumble Sale was agreed upon, as it is a good fundraiser, and the date set as the weekend of 5th/6th/7th June
- The Plant Sale and Christmas Fair were discussed at length, and it was decided that we should investigate some alternatives
- Something "foodie" was suggested, also a fancy dress disco or something like "Britain's Got Talent"
- It was agreed that the committee should put their thinking caps on and bring ideas to the next meeting
- **ACTION: ALL**

Hall Hire

- BA reported that one of this summer's weddings has now been cancelled, but there has been another inquiry, so we might still have our targeted six
- He also noted that the pilates class has now changed tutor, and therefore hirer, with Janine Fergusson taking over from Sue Kelly

Treasurer's Report

Balances

- Current Account: £12,930.71
- 100 Club Account: £3,012.39

100 Club

February draw:

- 47, Ken Mallen; and

- 66, Peter McQuade

AOB

Acoustic Panels

- Following an question at the AGM, BA has sourced some information on the acoustic panels installed at Cockburnspath Hall which have been recommended to us
- They would reduce noise and echo in the Hall, and improve the auditory atmosphere at events, but come at significant cost i.e. upwards of £3000
- Given ongoing projects, like the stage curtains and plumbed in urn, it was decided to put the idea on hold for now

Date of next meeting

- Wednesday 12th March at 7pm