

Minutes: Garvald Village Hall Committee (GVHC)

Wednesday 9th April 2014

Attendees: Barrie Ash (BA,) Chairman; Hazel Clark (HC,) Treasurer; Katy Mowat (KM,) Secretary; Jim Pattison (JP;) and Vicki Short (VS.)

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

Absent: Caroline McGregor (CM;) and Ian Marr (IM.)

March Minutes

- Proposed by HC and seconded by BA

Matters Arising from Actions Points

Curtain for meeting room

- Doreen Ash has kindly made a small curtain for the meeting room window, which BA has hung on a simple track
- All agreed that it looked great, and that the room felt warmer
- Many thanks were offered to them both for facilitating this

Stage Curtains

- Last year, it was decided to spend the 100 Club surplus on two sets of stage curtains - one for the front, to improve aesthetics, and one for the back, so to hide the exit doors and create some "storage space"
- We already have one quote from a local curtain maker, Norman T Craig, but it was decided to explore a "DIY" option by asking various crafty people in the village if they could help
- HC and CM have now put some feelers out, and are waiting to hear back
- **ACTION: HC and CM**

Plumbed in Urn

- Post the Burns Supper, it was agreed that the kitchen would benefit from a plumbed in and hard wired urn
- Various quotes were sourced, and an application made to the April GMCC meeting for c£650 in Fred Olsen Community Development Fund funding
- At said meeting, GMCC gave their approval – and we now await rubber stamping from Fred Olsen

Cleaning

- The Hall will need a full clean between events on 22nd and 29th May, i.e. it being used as a Polling Station and a Wedding venue
- Avril Julien, a local cleaner, has been recommended as a replacement for The Finishing Touch, and HC agreed to meet with her so to discuss and confirm arrangements
- **ACTION: HC**

Cooker service

- The cooker is long overdue a service, and HC agreed to get in touch with the engineer so to arrange a suitable time and date
- **ACTION: HC**

Wheelie bin shield

- At the last meeting, HC suggested that it would be more aesthetically pleasing to shield the Hall's wheelie, and move them from the drive into the orchard
- She has yet to price up some sort of wooden storage system, or consult with ELDC about erecting it on their land, but agreed to try and do so soon
- **ACTION: HC**

Trustee Indemnity Insurance (TII)

- Following lengthy discussions between all the Trustees, Management Committee and a local solicitor, it was

- agreed that the Hall should have TII with at least £100k of cover and an allowance for legal costs
- BA has subsequently spoken to our Insurance Brokers, Edinburgh Risk Management, and they have come up with a quote from Royal Sun Alliance (RSA)
 - The RSA policy offers £250k of cover, as well as legal costs, and would cost the Hall £240.62 per annum including tax
 - Whilst the cover level is actually higher than what we thought we needed, the premium price was well within expectations
 - As such, it was unanimously agreed to accept the quote and get cover as soon as possible
 - **ACTION: BA**

Building Work

- Barry Rollo has been to quote for various small jobs, including replacing missing roof tiles, easing both outside doors which have become swollen and sticky with the wet weather and some joinery in the kitchen
- All in all, the work will cost £140 plus VAT – and it was agreed that he should be asked to undertake it as soon as he can
- In the meanwhile, Community Service will begin painting the West Vestibule and Boiler Room and will look to have both jobs done by the first wedding at the end of May
- **ACTION: BA**

Events

Alternative Fundraising Events

- Having agreed to “rest” the Plant Sale and Christmas Fair this year, alternative fundraising ideas have been sought
- KM said she had discussed a “70s Night” with CM – fancy dress, buffet dinner, disco dancing with a raffle and/or auction to raise additional funds
- It was noted that this sort of thing had been done in the past, and been well supported by the community
- As such, KM agreed to explore the idea some more and come up with some costs e.g. a DJ
- **ACTION: KM**

Hall Hires

- At present, there are five weddings booked in the Hall this summer – with a recent inquiry having not been formalised into a sixth
- It was also noted that the terms of the weekly pilates hire are changing, leading to a reduction in the weekly rent from £30 to £20

Treasurer’s Report

Balances

- Current Account: £14,088.07
- 100 Club Account: £2,976.39

100 Club

April draw:

- 28, Karl Ingram; and
- 4, Trudi Cueto

AOB

Oblong Tables

- BA noted that two of the rectangular tables are cracked, and in need of simple repair
- He said he would see to the matter along with his friend Graham Barnes
- Many thanks to the two of them in advance
- **ACTION: BA**

Spring clean

- It was agreed that we try and assemble a working party of volunteers to “spring clean” the Hall, and its

- storage areas, after Barry Rollo and Community Service have done their work
- **ACTION: ALL**

Linen

- We now have eight round linen table cloths, which can be offered to hirers wanting to use our big dining tables
- As said cloths need to be professionally laundered, it was decided to charge a fee of £8 per cloth so to cover our costs

Date of next meeting

- Wednesday 14th May at 7pm