

Garvald Village Hall Management Committee
Meeting 19/04/17 Minutes

Present: Jim Pattison (JP), Susan Macaldowie (SM), Eric Easton (EE), Rob Freeland (RF), Sarah Ramsay (SR), Steve Blatherwick (SB), Kelly Burns (KB), Roy Evatt (RE)

Apologies: Laura Edmonds, Hugo Straker

Minutes of previous meeting held 08/03/17 were accepted as a true record;
SM/SR

Action

Action points:

Lights install to commence soon. Windows have been painted.

Essential kitchen items have been purchased.

Previous inventory not retrieved.

Check with Avril re items needed & vacuum cleaners

EE

Floor steamer in Hall to be used

Contacts & Keyholders list, Committee contacts circulated.

Keycutting; no Security card found; try Claymore

SM

Dishwasher- Needs wiring work as kitchen circuit fully loaded. Davy Hood to be asked re PAT testing at same time

EE/JP

Drains – sink needs larger diameter pipe

KB

Renewals calendar being filled in; EE to provide Calor Gas reference

EE/SB

Charities Exemption, Trustee insurance all renewed.

Repainting ideas & images circulated, painters' quotes to be sought.

SR/KB

Windfarm money – cinema proposal on agenda

Reserves (£10000) to be moved to an Interest bearing account, including 100 Club balance. To check how other charities deal with these, approach BoS

SM/SB/EE

Avril is keen to take on full Hall booking duties, will bill committee for time used + costs incurred, on 6 month trial basis. Cleaning now 1 hr weekly

JP

KeySafe Research underway; EE reported Stenton has used with good success and security

SB

Wine Tasting event

Booked for 10/6/17, tickets £10 pp. Host to get licence

Advertise & take bookings + cash payments (posters, Facebook, tickets)

SR/KB

Set up Paypal account

EE

Cinema proposal

Most of committee members feel would be well used, for a variety of events. Community Council to be approached to see what contribution may be realistic before full application is lodged. Ideally would be used to host other activities for the community, eg lectures. **JP**

Volunteers needed to organise regular use, encourage uptake of facility

Treasurer report

Balance in main account relatively static.

Income from PO, Elections, Pilates, Expenditure £500 on Gas + Maintenance
'Quickbooks' digital subscription purchased.

Future plans & Events

- **Funday** to be on Show day idea not well received; progress different date eg 12th August? EE would run race activity. Canvas interest amongst families **KB/SR**
- **Lammermuir Festival** have booked for Sunday 17th Sept
- **Xmas Fair** 26/11/17 hall to be booked **JP**

Any Other Business

Hall hire charges (esp heating) carried forward for full discussion at next meeting, JP to check current timer system **JP/SM**

KB reported from Community Council meeting: Funds agreed for Morham castle dig, hall refurbishment, also to Yester & Knox schools. Road closures due 2/7/17 for Cycle race. Signs have been moved after local dissent.

Date of Next Meeting

24/05/17 7.30pm