

Garvald Village Hall Management Committee
Meeting 28/06/17 Minutes

Present: Jim Pattison (JP), Susan Macaldowie (SM), Roy Evatt (RE), Laura Edmonds (LE), Steve Blatherwick (SB) part, Kelly Burns (KB) part, Avril Julian (AJ) guest.

Apologies: Eric Easton (EE), Rob Freeland (RF), Sarah Ramsay (SR), Hugo Straker, Vickie Short.

Minutes of previous meeting held 24/05/17 were accepted as a true record.

	Action
Action points outstanding:	
Lights – EE to liaise with Davy Hood to purchase.	EE
AJ to purchase minor cleaning items and add to monthly invoices.	AJ
AJ confirmed she has repaired vacuum cleaner, and uses steamer.	
James (Handyman) has checked drains and sees no obvious issue. Will cut away as required to install dishwasher, so to be ordered.	JP
Calor Gas will contact us directly; SB to advise EE.	SB
Repainting: Paul Fleming (Gifford) has quoted £3800. 2 invited quotes did not attend. To follow up on colours. Will be after lights install, likely in autumn, need to liaise with AJ re bookings.	SR/KB
Hand driers to be costed (2 required).	SB

Hall Bookings & Access

AJ is managing all bookings, with Councillors' surgeries, PO, Pilates regular bookings marked in 6 months in advance.

4 Wedding bookings so far for 2018.

AJ & KB to liaise by email monthly, as backup. **AJ/KB**

Donations box to be acquired for ad hoc use eg. table tennis, kids' play **SB**

Keysafe needs a new code, is also required to lock it after use. SB will change and update committee. **SB**

Not to be used for non residents, eg Wedding hires. AJ gives these a spare set of keys for the duration of their event.

AJ to condense Hire Induction form for residents' use, will train and maintain register of authorised users. **AJ**

Hall Hire charges

To stay at same rates as they are for short hires, but heating included.

Wedding (3 day hire) price to be £1000, including heating. Returnable deposit to be £200.

Avril reported that the offer of post wedding cleaning for £100 had been very well received. Hall must be cleared by 12 noon Sunday to facilitate.

Hire charges to be placed on website.

RE

Cinema proposal

Community Council requested more detail on the proposal. JP to ask Phillip White what is needed. KB can attend next meeting 7/8/17, or JP can make the September meeting.

JP

Future plans & Events

- Wine Tasting Friday 6/10/17. To be put on website at end of August. **RE**
- Funday 12/8/17 2-4pm. Inflatables, Face Painting, Icecream, Crazy Sand, Races. To be advertised on website. **RE**
- Lammermuir Festival 17/9/17.
- AGM 11/10/17.
- Xmas Fair 26/11/17. To be progressed. **SR**

Treasurer report

£10000 has been moved to an Interest bearing account, as Reserves.

Date of Next Meeting

30/08/17 7.30pm