

Minutes of GVHT Meeting 24/8/21

Attendees:

Gary McGregor - Chair & Minutes
Brian Hills - Treasurer
Lee Robertson
Rob Freeland

Apologies:

Laura Edmonds
Shirley Evatt
James Mowat

1. Minutes of meeting of 17/5/21: approved with no matters arising
2. Bookings update - email from Elaine MacMillan summarised as below;

Confirmed bookings

Mary Beth is hoping to run the following classes:

We'd 5-6; Thursday 5-6.30 ; Friday 1-3.45

Saturday 10 -12

All classes apart from Friday due to start next week.

Friday classes from beginning of September

The last I heard, yesterday, booking was very slow and she may only be able to run the Wednesday & Thursday classes . I've just sent Kathleen a post for garvald.org to advertise.

Minimum income- Wed, Thurs classes only - £25 per week

Maximum income - all classes - £72.50 per week

Possible October camp - £150

Lammermuir Festival

They have booked from 8am to 2pm Sunday 19th September. Income is £84

Unfortunately, I am away that weekend so would need someone in the committee to open / close up or could give key safe number.

Private Hire - local- christening. Sunday October - hours to be confirmed.

The Post Office continue their weekly hire. I don't know the income from that.

Provisional / Possible

Community Council are hoping to restart their meetings. They hope to have one this month. Income would be £25

I had a hall viewing for a new business venture - the Creation Station. Part of the business is running craft classes for toddlers.

Heather, the owner, is looking for two hour hire on a Tuesday morning with a view to running more classes if successful. She is hoping to start in September so should hear soon if she's chosen us as a venue. Potential income £20 per week.

I have a wedding viewing next weekend.

I have an enquiry regarding a children's party next month but haven't heard anything back since I sent the costings.

Similarly, I had two enquiries regarding regular hire for children's classes but no contact since the info pack and costings sent.

I had a wedding viewing. They decided to go with Seton Garden & Collegiate Church instead of us.

Further forward :

2 weddings carried forward to next year

1 local 24 hour hire - tbc

Further update from my email last week.

We have had another wedding viewing. They are just at the start of the process so don't expect to hear their decision for a while.

Ryan from rugby tots is still deciding on whether to use the hall.

Maintenance issues:

One of the doors in the ladies toilets not closing.

Mark, fire extinguisher engineer, advises that the emergency lights over the doors won't last much longer. He suggested replacing with LED lights.

The area around the gas tank needs clearing as overgrown.

3. Finance update - Main Account Balance as at 24 August: £517.18

Most significant spend in the period:

- Annual Insurance: £1,482 (cheaper than last year after changing provider)
- Gas - tank filled: £656
- Annual fire safety/extinguisher service&check: £192
- 2nd Camera Installation: £188

Main income has been coming in from MBArts (Drama classes) and Post Office.

4. Fundraising - It is apparent that due to COVID restrictions we will incur a loss this year so fundraising is required. Various ideas were discussed. It was agreed that GMcG would post an item on garvald.org reminding all of the availability of the hall for hire and also asking for fundraising ideas.

5. Security cameras - two now installed and working. GMcG to source and display the necessary posters highlighting their presence.

6. Environmental responsibility - GMcG is progressing enquiries exploring the possibility of more environmentally responsible practice re heating and insulation. It has been suggested that Scottish Government funding may be available. If this is possible a working party will be formed to progress an application for funding.

7. Maintenance - an internal and external visual inspection was conducted. Specific areas identified were

a) internal cracking to corner close to kitchen. SE has applied pins to determine if movement is taking place. SE to update at next meeting please.

b) two slates missing on south facing tower roof and one on west facing. It was felt that any action to replace would require scaffolding to access so should be delayed until any more substantial work to roof was undertaken

c) external window frames - evidence of some erosion on lower sills. It was felt that this could be addressed as part of a collective volunteer maintenance day. LR agreed to produce a list of tasks that could be incorporated in such a day/days. Upon production of this list GMcG will seek to agree a suitable date and then publicise on garvald.org

8. AoB - RF indicated his intention to stand down at forthcoming AGM which needs to be scheduled for late Oct/early Nov. GMcG to propose suitable date - views on 27th October??

Please revert to confirm approval or with suggested changes.

Thanks

Gary