

**Applecross Community Hall Committee Meeting 30/07/2021 at 6:30pm (Zoom)  
Minutes**

Minutes taken by Saara Viitanen (from video recording)

Present: Jack Marris (JM), Sean KilBride (SK), Rhona McPartlin (RM), David Davidson (DD), Kirsten Glover (KG), Ishbel Ferguson (IF)

Apologies: Jon Barnett (JB), Saara Viitanen (SV)

| Agenda items   | Action point | Action completed by |
|--|--------------|---------------------|
| <p><b>Approval of minutes from previous meeting on 15/06/21</b></p> <ul style="list-style-type: none"> <li>Proposed by RM, seconded by SK.</li> </ul>  |              |                     |
| <p><b>Treasurer's report</b></p> <ul style="list-style-type: none"> <li>Bank balance: £8,070.40.</li> <li>£570 donation received from Applecross Duathlon. RM noted that the Applecross Duathlon is on 18<sup>th</sup> Sept this year, but use of the Hall would not be required.</li> <li>Gerry McPartlin attended the meeting briefly to note that the profit (estimated around £1,000) from this year's Duathlon would be donated to the Hall regardless. The Hall is providing insurance cover for the Duathlon. He also noted that £450 would be refunded to the Hall's bank account, as it was decided not to spend this on scaffolding for racking for bikes in the end. JM thanked Gerry and the rest of the Duathlon team on behalf of the committee.</li> <li>Invoice to be received and paid for the second half of the kitchen cooker hood works. JM reported that the Lunch Club had submitted an application to Age UK for around £1,000, and the Hall would be able to use some of this for kitchen improvements. JM to give an update in next meeting.</li> <li>Invoice to be received and paid for the car park drainage works.</li> <li>Tom applied for Covid-19 charity relief from non-domestic council tax. No update yet.</li> </ul> | JM           | Next meeting        |



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| <ul style="list-style-type: none"> <li>It was noted that the boiler is switched on but there is no hot water. SK to follow up.</li> </ul> <p><b>Re-opening</b></p> <ul style="list-style-type: none"> <li>SV has contacted regular users of the hall via email, and many of them want to start using the Hall again when possible. SV to continue liaising with them.</li> <li>Lunch Club would like to start using the Hall again on 18<sup>th</sup> Aug.</li> <li>SV had asked RM to remind Hall users to sign the Covid test and protect sheet on arrival and departure. RM asked JM to remind the badminton group and JM will do this once badminton starts again.</li> </ul> <p><b>Fire safety plan</b></p> <ul style="list-style-type: none"> <li>JB has not had time to progress this but will be able to in the winter. Committee agreed.</li> <li>Fire alarm is working – no urgent need for fire safety plan update.</li> </ul> <p><b>Cleaning</b></p> <ul style="list-style-type: none"> <li>JM will check if the Hall needs a clean.</li> </ul> | <p>SV</p> <p>JM</p> <p>JM</p> | <p>ASAP</p> <p>When badminton starts again</p> <p>ASAP</p> |
| <p><b>Bookings</b></p>  | <p><b>Action point</b></p>    | <p><b>Action completed by</b></p>                          |
| <ul style="list-style-type: none"> <li>Strupag for Mary's Meals 26<sup>th</sup> Aug</li> <li>Producers' market and strupag 23<sup>rd</sup> Sept</li> <li>Hungrytown cancelled concert 18<sup>th</sup> Sept</li> <li>Enquiry about concert in September. KG to look into Covid-19 requirements and if this will be possible. KG and RM to liaise with each other about any future event bookings</li> </ul>  |                               |  |

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| and Covid requirements.  | KG/RM               | ASAP                       |
| <b>Kitchen bookings</b> <ul style="list-style-type: none"> <li>• One booking for regular kitchen use had been cancelled as no longer needed.</li> <li>• KG and JM to discuss with those who have enquired about regular kitchen bookings.</li> <li>• KG to look into health and safety requirements and responsibilities for regular kitchen bookings for commercial use.</li> </ul> | KG/JM<br>KG         | ASAP<br>ASAP               |
| <b>AOB</b>   | <b>Action point</b> | <b>Action completed by</b> |
| <ul style="list-style-type: none"> <li>• No other business raised.</li> </ul>  |                     |                            |

Next meeting is scheduled for Wednesday 18<sup>th</sup> August 2021 at 6:30pm.

JM concluded the meeting.