

**Applecross Community Hall Committee Meeting 21/07/2020 at 19:30 (Zoom)  
Minutes**

Minutes taken by Saara Viitanen

Present: Saara Viitanen (SV), Jack Marris (JM), Tom O'Halloran (TO), Rhona MacPartlin (RM), Sean Kilbride (SK)

Apologies: Ishbel Ferguson, David Davidson, Kirsten Mackie, Aron Paramor

Meeting was called to order by JM.

Approval of minutes from AGM and previous meeting on 23/06/2020: proposed by RM, seconded by TO.

<b>Treasurer's report and OSCR update</b>	<b>Action point</b>	<b>Action completed by</b>
<ul style="list-style-type: none"> <li>• The Hall received £10,000 from the Small Business Support Grant from Scottish Government/Highland Council.</li> <li>• Bank account balance £14,791.34.</li> <li>• TO contacted insurance broker and they were not able to reduce the cost of insurance. Due to Covid-19 the Hall had a 3-month holiday from paying insurance, which is now over.</li> <li>• Electricity cost has not changed to new rate. TO to phone electricity company to check if monthly payments can go down due to the new contract/price.</li> <li>• Investigation into regaining charitable status paused until committee has gained information and decided on any changes to the constitution and changing into a SCIO.</li> <li>• SK raised that it should be investigated if a SCIO can be a charity. No action decided.</li> </ul>	<b>TO</b>	ASAP
<p><b>Bar report</b></p> <ul style="list-style-type: none"> <li>• Nothing to report.</li> <li>• SK to create another AppleNet network for the bar card machine. One wifi connection will be left in the small hall.</li> </ul>	<b>SK</b>	ASAP
<p><b>Changes to the committee</b></p> <ul style="list-style-type: none"> <li>• SK would like to join the committee. Majority were in agreement.</li> <li>• JM suggested SK could take on the role of Buildings Manager with Aron Paramor. SK agreed. JM to walk through any maintenance needed with SK and Aron and discuss next steps.</li> </ul>	<b>JM</b>	ASAP
<p><b>Action points</b></p> <p><b>Relocation of glass recycling bins</b></p>		

<ul style="list-style-type: none"> <li>• JM: Highland Council responded that the committee would have to consult the glass collection company and gather evidence that it is the glass lorries that are causing damage to the car park surface. This may not be possible to prove.</li> <li>• There is no funding available for this from the Applecross Community Council. Highland Council discretionary fund is one option. JM to contact local councillor about this.</li> <li>• The committee also needs to discuss with the Applecross Community Council about any possible new spaces for the glass bins. JM suggested that the triangle by the playpark fence may be a possibility, and there is no risk of broken glass in the playpark due to the fence. SK pointed out that broken glass is easier to clean from tarmac/concrete than gravel. Although the bins would be easy to reach from the road in this space, SK suggested that recycling bins are often hidden from view due to being an eyesore.</li> <li>• JM suggested that this could be a part of a bigger project in widening the car park and perhaps including sports court, as the glass bins currently take up much space from parking. JM to look into possible funding (eg. SusTrans, Sport Scotland). Committee to brainstorm/discuss. TO noted that removing trees/green space should be avoided where possible.</li> <li>• JM has asked for a second quote for fixing drainage issues and resurfacing car park.</li> </ul>	<p>JM</p> <p>JM</p>	<p>Next meeting</p> <p>Next meeting</p>
<p><b>Update on Community Pot fund</b></p> <ul style="list-style-type: none"> <li>• No update. Forum meeting has been postponed.</li> <li>• TO and SK suggested that regular annual funding from the Community Pot would be beneficial but project based funding would be good for Hall projects also.</li> </ul>		
<p><b>Fibre internet update</b></p> <ul style="list-style-type: none"> <li>• SK confirmed that the Hall does not pay for AppleNet, so there is no issue of removing connection if needed.</li> <li>• JM: possibility of collection tin at the bar for AppleNet, as well as having two connections.</li> <li>• JM to circulate connection price options.</li> </ul>	<p>JM</p>	<p>Next meeting</p>
<p><b>Cleaning update</b></p> <ul style="list-style-type: none"> <li>• No update. JM to circulate cleaning checklist.</li> </ul>	<p>JM</p>	<p>Next meeting</p>

<p><b>Signs in kitchen</b></p> <ul style="list-style-type: none"> <li>SV has made a sign for the kitchen to remind users to return items and will put this up when Hall reopens.</li> </ul>	SV	When hall opens
<p><b>Noticeboard</b></p> <ul style="list-style-type: none"> <li>No update. SK to investigate if broken glass on the new noticeboard could be replaced with Perspex. SK and JM to check with Kevin.</li> <li>SV confirmed that the Applecross Coronavirus Support Group can allocate £280 (remaining communications budget) towards the new noticeboard. No action decided.</li> </ul>	SK, JM	Next meeting
<p><b>Small hall refurbishment</b></p> <ul style="list-style-type: none"> <li>Tery and Steve are interested in helping. TO to organise Tery to attend a committee meeting.</li> <li>TO suggested that maybe refurbishment could include local artists' work.</li> <li>RM to quote for new curtain materials.</li> </ul>	TO RM	Next meeting Next meeting
<p><b>Chairs</b></p> <ul style="list-style-type: none"> <li>Hartfield House has offered to donate 20 blue chairs, perhaps to replace some small hall chairs. JM to circulate photos.</li> </ul>	JM	Next meeting
<p><b>Fire risk assessment</b></p> <ul style="list-style-type: none"> <li>To be discussed in the next meeting.</li> </ul>		
<p><b>New website</b></p> <ul style="list-style-type: none"> <li>SV circulated options for different service providers and committee decided to pick Wix. SV to build new website.</li> <li>SK to change domain payment details and once new website is ready, redirect domain to it.</li> </ul>	SV SK	Next meeting ASAP
<p><b>Trustees</b></p> <ul style="list-style-type: none"> <li>One Trustee wishes to resign.</li> <li>SK reported on the role of Trustees. Trustees were holders of the land where the Hall now stands at the beginning and handed the land over to the community after the first Annual General Meeting. However, it is unclear if the Trustees hold any liability at present. JM to investigate constitution for the process of nomination/resignation of Trustees.</li> </ul>	JM	Next meeting

<ul style="list-style-type: none"> <li>Gerry MacPartlin has not heard back from solicitors regarding any changes made to the constitution.</li> <li>Potential for changing into a SCIO to be discussed in the next meeting.</li> </ul>		
<p><b>Bookings</b></p> <ul style="list-style-type: none"> <li>SV reported that the Community Council had queried about the small hall to restart physical meetings. JM had advised another group to postpone Annual General Meeting/run a virtual meeting due to current government guidance. Committee agreed emergency services meetings are allowed. JM to purchase some hand sanitiser for the Hall.</li> </ul>	JM	ASAP
<p><b>AOB</b></p> <ul style="list-style-type: none"> <li>Committee agreed that the container is not appropriate for the long term storage of the community ebikes. JM suggested the container could be replaced somewhere else nearby the hall, or another one could be purchased. SK pointed out that where the container is located would be the most feasible place to consider an extension to the Hall in the future. No action decided.</li> <li>TO has investigated post-Covid recovery funding (£1,000) or under. Some possible ideas identified were an outdoor meeting space with tables and seating, basketball hoop, container/storage space, bigger community event once government guidance allows, drive-in cinema. No action decided.</li> <li>RM to help IF to attend next virtual meeting.</li> </ul>	RM	Next meeting

Next meeting is scheduled for 18<sup>th</sup> August 2020 at 19:30 (Zoom).

JM concluded the meeting.