

**Applecross Community Hall Committee Meeting 31/5/2023 at 7pm (Applecross Hall)
Minutes**

Minutes taken by Saara Viitanen

Present: Barbara Gillies (BG), Saara Viitanen (SV), Rhona McPartlin (RM), Anne Macrae (AM), Sean Kilbride (SK), Agnes Rymowicz (AR), Ishbel Ferguson (IF), Christian Burgin (CB)

Apologies: -

Agenda items

Approval of minutes from previous meeting on 17/4/23

Committee approved the minutes.

Treasurer's report

- CB had circulated monthly profit & loss sheet to committee.
- CB continues to work on the previous accounts with accountant and is nearly finished. Then he will submit them to OSCR.
- CB is working on reorganising Xero. All to send invoices and receipts to Xero email address – **CB to circulate.**
- **CB to send BG insurance survey – complete for a small discount on insurance.** New insurance requires food hygiene training – **BG to liaise with lunch club.**
- CB has contacted Gerry about duathlon insurance. Duathlon entry income will be coming in soon.
- **CB organising new electricity contract quotes.**
- £40 cheque from Community Council has been paid in.
- Committee discussed free room hire occasionally for committee members in exchange for volunteering – agreed.
- If honesty box is used to pay for bookings and/or an invoice needed, RM should be made aware.
- Social Isolation fund – Ros is helping with application, **BG to give an update later.**
- Committee agreed that existing mental wellbeing funding could be used for magician, theatre workshops, boat trip and planetarium. Committee discussed ideas for dark skies related events for Wester Ross Dark Skies Festival in November – films, stargazing, storytelling.
- **CB to help with creating a spreadsheet/system to track grant spending if possible.**

Hire charges

- Committee had reviewed Highland Council building charges document to get an idea of hire charges charged locally in council buildings. Agreed they were too expensive. Agreed that there were other sources of income currently to help support ongoing maintenance etc.
- Committee agreed weddings bring good income but decided to limit to 3 per year (not including local weddings).

Bar report

- Restocking needed. BG/SV to order.
- BG to order AX ales - contact Elaine.
- SV to get a copy of Tom's personal licence to display.
- Extended bar hours quoted around £400/year. Committee decided to not go forward with this and instead apply for occasional licences as needed.
- Enquiry for bar for wedding in July. AM to man bar with someone else. BG to email back.

Report of action points

Raffle prizes

- RM to ask for prize donations from the Coalshed and Tery, and to donate a tweed scarf.
- BG to ask for voucher donation from the Walled Garden.
- SV to ask for a prize donation from Hayley Leith.
- BG to get a bottle of wine from hall bar.
- Committee agreed to hold a separate raffle for quilt – display at strupag, AM to create an advert.
- All to think of ideas for raffle prizes.

Hearing loop installation

- BG to circulate quote as soon as it comes through.

Upcoming events

- Duncan Chisholm & Hamish Napier - bar Tom & AM, door SV & RM. RM to organise raffle. SK to meet band. SV to liaise about arrival time and book a table for dinner.
- Blas moved to 9th Sept.
- Rhythmnreel – SK to approach possible support act. AM to ask about door security.
- BG & AM have attended micro touring network meetings, creating list of potential performers for next spring/summer. Hall is donated £75 for each meeting. Potential to continue as a micro network after funding ends.
- Hall's 21st birthday in Nov – discussed ideas including dark skies events in Nov, ceilidh Fri before Christmas, Christmas party for all ages. Need to liaise with other groups holding Christmas parties.

Cinema

- BG to chase quote for tension screen for RSN funding.

Public entertainment licence

- No update – BG to keep chasing up.

Building

- Electricity meter – needs plug socket. SK to investigate.
- Need electrician to look at kitchen fan control – BG to get in touch.
- Metal bits outside of hall – need moved as unsafe. AM to ask Alfie to help.
- Metal handrail at front door broken – BG to approach Ewen.
- George continuing existing works.
- BG reported roofer is not available. SK to have a look at roof again and assess works needed.
- BG to order one new gas bottle.
- There is about 3-4 months worth of oil left.
- Reorganising of storage cupboard in process. Bricabrac for strupags now in toy cupboard.
- Strupags – discussion about bricabrac sales income, no decision made. Committee agreed to suggest that strupag sellers donate 10% of the day's income or £5 to the hall for their table. IF/BG to liaise.
- Window cleaning – BG to ask for availability for 3x a year.
- Redecoration – RM to ask Tery to give ideas for redecorating the hall.

- Painting outside of hall – SV to pass email address to BG.
- Fire – BG/SK to set date for checking off fire safety checklist for building. SK to do weekly checks. SV to circulate policy document to committee.
- Bouncy castle – SK/BG to organise new home.

Gaelic

- Discussion about incorporating Gaelic into activities & website. SV to ask Gordon for support for website.

AOB

- No other business raised.

Next meeting scheduled for 28th June 2023 at 7pm.

BG concluded the meeting.