

**Applecross Community Hall Committee Meeting 18/11/2025 at 7.00pm (Applecross Hall & Online)
Minutes**

Minutes taken by Saara Viitanen

Present: Barbara Gillies (BG), Saara Viitanen (SV), Anne Macrae (AM), Rhona McPartlin (RM), Ishbel Ferguson (IF), Elodie Matthews (EM), Holly Wood (HW), Caty MacLennan (CM)

Apologies: Christian Burgin (CB), Agnes Rymowicz (AR)

Agenda Items

Approval of minutes from previous meeting on 21/10/2025

- RM proposed, IF seconded.

Treasurer's Report

- Awaiting response from Dochas.
- Awaiting response from the accountant in regards to the annual accounts - BG to follow up with CB.
- Payment has arrived from Morrisons. SV to request a new purchase order number in January. £56/week & 24 weeks, 6th Aug- 6th Feb, then RM will generate invoice.
- RM to liaise with Jess about invoicing for yoga.
- Fundraising for the fireworks night had been successful - BG to liaise with Duncan.
- SV to take on ordering cleaning supplies and liaising with Suzanne about stock. BG to send login details for supplier.

SCIO

- BG explained that according to the SCIO constitution, the Treasurer and Secretary need to be recruited from within the Trustees. Rhona McPartlin was appointed as Treasurer and Anne Macrae as Secretary, with all in agreement.
- BG had put in an application for a new bank account, but many attachments were requested. One attachment required was a proof of trading address. After various obstacles because of a wrong postcode, BG had now made progress with this with the Highland Council Corporate Address Gazetter having now confirmed IV54 8AD is the correct postcode for the hall. They need to inform the Assessor at the Valuation board who will then update their records. The utility companies will check against those records before

they will amend their address records for the hall. We are awaiting letter from lawyer to support proof of trading address and proof of the charity.

- Colette Miller (Lawyer with Harper MacLeod) is helping with the asset and land transfer for the SCIO and the letter to the bank. The asset transfer requires a desktop valuation of the property to be made. BG has asked for estimates from surveyors and is awaiting replies. So far quotes received have been much higher than Collette said they should be.

Bar Report

- Extended hours licence has been approved for Christmas Eve and Hogmanay.
- Bar volunteers required for Hogmanay. There was a discussion about start time - this might depend on the number of volunteers. BG to approach possible volunteers.

Report of Action Points

- **Raffle Prizes:** HW to ask for a calendar from the gallery. BG and AM to source some other prizes. It was also suggested that the hairdresser and beautician would be approached, BG to action.
- **Christmas Events:** There was a discussion about organisation details for various upcoming events.
- **Building Maintenance:** It was discussed whether there is a fault with the heating system, as the thermostat keeps being found to be at higher temperature than expected. BG has messaged reminding hall users to turn the heating off after use. Hall committee members to check that the heating is turned off when not in use. BG to approach heating engineer to arrange annual check and ask he check the thermostat. BG to approach Duncan for various maintenance issues. RM to check with Sean about oil level before committee meetings, and RM to make payments to Certas and shop for oil and gas. BG to give account details to RM.
- **Performance Events:** BG had circulated some requests to perform at the hall. There was also a discussion about other confirmed upcoming performance events.
- **Cinema Club:** The first two screenings had been successful. BG/EM to liaise about upcoming screenings.
- **Gaelic Signs:** AM & IF to look into funding options and signage. SV has the list of room names in Gaelic done by Roddy Maclean.

New Items

- **Drumming Lesson:** Duncan Carmichael is keen to do a drumming lesson at the hall. It was suggested to combine this with a games night and a potluck / curry. Friday 5th December was agreed.
- **Committee Christmas Do:** Agreed for Saturday 13th December.

AOB

- No other business raised.

Next Meeting

The next meeting date is Tuesday 20th January at 7pm.

BG concluded the meeting.