

Applecross Community Hall Annual General Meeting (AGM) minutes
Meeting held on the 17th May 2022 at 7:00pm at Applecross Community Hall
/ Google Meet video call

Minutes taken by Saara Viitanen

Present: Jack Marris (JM), Rhona MacPartlin (RM), Sean Kilbride (SK), Ishbel Ferguson (IF), Barbara Gillies (BG), Saara Viitanen (SV), Tom O'Halloran (TO), Anne Macrae (AM), Elaine Glover (EG), Christian Burgin (CB), Fiona Mackenzie (FM)

Call to order

JM called the meeting to order.

Apologies

Apologies received from David Davidson.

Approval of the minutes of the previous AGM

Minutes of the previous AGM in 2021 proposed by IF, seconded by RM.

Chair's report

JM gave a report on the activities in the past year.

- JM noted that it had been financially a difficult year for the Hall with lots of big expenses, such as the drainage works in the car park and the new cooker hood, and little income due to the pandemic. At one point, the bank account had had under £500 in with bills to pay still. Meetings had still been largely held online and no concerts or Highland Games had been held.
- On behalf of the committee, JM thanked all those who were able to donate to the Hall at this difficult time: Applecross Community Company (£2,500), Kathrine Mackie (£1,500 honorarium for chairing the Applecross Forum), Applecross Community Council (£1,000) and the Applecross Trust (£500 and 30% discount for bookings at the Hartfield House for any performers coming to the Hall). JM also thanked the Highland Council for awarding £2,370.25 to the Hall for a Covid support project to host different services at the Hall, which was ongoing. This funding had been crucial in getting the Hall through this difficult period.

- Events had restarted in the Hall again recently. JM extended the committee's thanks to the Walled Garden crew, Tery and all others for organising the Masked Singer event, which had been a very successful fundraiser for the Hall. JM also noted that the recent Adam Holmes concert had been very successful, raising over £700 despite the larger entry fee.
- JM emphasised that these recent activities show that the Hall has a lot of potential and can be very viable with the community's support. JM also noted that the bar plays an important role in income generation for the Hall. Apart from fundraising, JM said that events are also important as they give the community recreational and cultural opportunities.
- JM reported that BG had recently joined the committee and taken on events organisation, and has been instrumental in rejuvenating the Hall post-Covid. BG explained that the committee had signed the Hall up as a member of the Touring Network, who offer an online database for venues and performers and grant funding to encourage cultural events in the Highlands. <https://thetouringnetwork.com/> BG said that there are plans for a theatre performance for children and families and concerts in summer. BG noted that currently the Hall is dependent on grants to organise events like these, but will hopefully be able to continue to do this.
- JM noted that this is a great time to join the committee as there are a lot of things being planned.
- FM said that it is great to see things happening again at the Hall and that things are looking up.
- JM introduced the committee members and explained their roles, as well as CB who is supporting the committee as Treasurer. JM explained that CB had had a handover from TO and continues the work TO had put into the bookkeeping, including online bookkeeping.
- JM noted he did not wish to be re-elected into the committee. JM thanked the committee for their time and efforts, and the committee thanked JM for all his work and dedication over the past few years.

Treasurer's report

TO presented a summary of the accounts for the past financial year 2021-2022, ending on 31st January 2022.

- TO noted that he had stepped down from the committee but had continued to help as Treasurer.
- TO noted that there had been a loss of £7,853.85 and that this was due to large maintenance costs and little income. TO highlighted that the contrast between the accounts before and after Covid showed the negative impact of the pandemic on the finances.
- JM said that the figures will be available online on the Hall website after the meeting, as with all meeting minutes.
- TO said that the figures are looking better now thanks to events and fundraising.

- CB noted that running costs of the Hall are large and that he will investigate if cutting costs is possible this year.
- CB reported that in the new financial year, there had been £2,719.60 turnover so far, excluding donations and fundraising. There had been an approx £3,500 loss of operating costs but approx £5,600 income from donations and fundraising.
- TO noted that JM and TO had calculated earlier in the year that the running costs of the Hall are about £15,000 per year. This may well go up with the rising prices of oil. TO highlighted that before Covid, the Hall had received around £12-£13,000 income per year, which allowed for improvements and maintenance.
- JM explained that the transforming the Hall organisation into a SCIO is ongoing, and that JM has not had a chance to push this forward and CB is now going to support the committee in this. JM noted that lots of work has already been done towards the SCIO incorporation within the committee, and that SCIOs are able to access more grants and financial support.
- FM explained that the Historical Society is considering transforming into a SCIO too, and that there are legal costs involved. JM noted that he had already been in touch with a solicitor and had received a list of tasks for next steps. JM also said that support is also available from the Highland Third Sector Interface. JM said the committee is moving forward with transforming into a SCIO as per the community vote at the last AGM.

| Profit and Loss Account | | | | | |
|--------------------------------|-----------|--|------------------|------------------|-------------------|
| | | | 31-Jan-20 | 31-Jan-21 | 31-Jan-22 |
| Income: | | | | | |
| Hall Hire | | | 3,262.40 | 592.00 | 933.25 |
| Bar Sales | 12,241.11 | | 891.72 | | 896.64 |
| Less Cost of Sales: | 4,881.73 | | - | | - |
| Bar Profits | | | 7,359.38 | 891.72 | 896.64 |
| Donations | | | 13,050.00 | 10,000.00 | 5,229.05 |
| Phone Box | | | 32.20 | 0 | 0 |
| Duathlon | | | 1,123.93 | 0 | 1,178.11 |
| | | | 24,827.91 | 11,483.72 | 8,237.05 |
| Less Expenses: | | | | | |
| Utilities | | | 3,388.13 | 1,472.80 | 2,932.31 |
| Fire | | | 232.08 | 2,242.44 | - |
| Cleaning | | | 2,618.22 | 720.00 | 822.80 |
| Rates | | | 1,592.50 | - | 1,051.50 |
| Insurance | | | 1,730.44 | 1,322.53 | 2,246.10 |
| Duathlon Expenses | | | 871.78 | - | - |
| Miscellaneous | | | 742.72 | 122.40 | 291.51 |
| Maintenance | | | 1,193.76 | 80.00 | 8,746.68 |
| | | | 12,369.63 | 5,960.17 | 16,090.90 |
| Net Profit | | | 12,458.28 | 5,523.55 | (7,853.85) |

| Bank Reconciliation / cash flow at 31st of January 2020 | | | |
|--|-----------|--------------------------|-----------|
| Balance 1st of Feb 2019: | 5,749.77 | | |
| Plus: Deposits | 29,715.64 | | |
| Less: Payments | 17,251.36 | | |
| Less: Income not yet banked | 1,048.00 | | |
| Balance 31st of January 2020: | 17,166.05 | | |
| | | Balance per Bank account | 6,724.33 |
| | | Treasurers Float | 300.00 |
| | | Bar Float | 100.00 |
| | | | 7,124.33 |
| | | | |
| | | | |
| | | | |
| Bank Reconciliation / cash flow at 31st of January 2021 | | | |
| Balance 1st of Feb 2020: | 6,724.33 | | |
| Plus: Deposits | 11,489.72 | | |
| Less: Payments | 5,960.17 | | |
| Less: Income not yet banked | | | |
| Balance 31st of January 2021: | 12,253.88 | | |
| | | Balance per Bank account | 12,253.88 |
| | | Treasurers Float | 300.00 |
| | | Bar Float | 100.00 |
| | | | 12,653.88 |
| | | | |
| | | | |
| Bank Reconciliation / cash flow at 31st of January 2022 | | | |
| Balance 1st of Feb 2021: | 12,253.88 | | |
| Plus: Deposits | 8,237.05 | | |
| Less: Payments | 16,090.90 | | |
| Less: Income not yet banked | | | |
| Balance 31st of January 2022: | 4,400.03 | | |

Election of committee members

As per the constitution, the committee members stood down. JM invited those who wished to join the committee to raise their hands and all were separately voted in by a majority vote by community members present. New committee members include SK, RM, SV, BG, EG, AM and IF.

It was raised that the committee had been discussing plans for forming a volunteer group who would not have to join the committee but could help with specific tasks. A Facebook Messenger group chat would be formed.

Any Other Business

AM noted that it had been great to see regular groups such as the Lunch Club, Gaelic class, karate etc continue using the Hall.

The provisional date for the next AGM was set on 21st February 2023 at 7pm.

JM thanked all for participating in the meeting and concluded the meeting.