

**Applecross Community Hall Committee Meeting 27/02/2023 at 8pm (Applecross Hall)
Minutes**

Minutes taken by Saara Viitanen

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

Apologies: Elaine Glover (EG), Agnes Rymowicz (AG)

Agenda items	Action point	Action completed by
<p>Approval of minutes from previous meeting on 17/1/23</p> <p>Committee approved the minutes.</p>		
<p>Treasurer's report</p> <ul style="list-style-type: none"> ● As reported in the AGM minutes. ● CB has been working on preparing old accounts (since 2015), with the information that the committee has available, for submitting to OSCR and working with an accountant who is kindly supporting the hall pro bono. This is required for eventually winding down the current organisation, transitioning into a SCIO. 		
<p>Bar report</p> <ul style="list-style-type: none"> ● EG has started paperwork for applying for extension of bar hours. ● Premises licence holder TBD. 		
<p>Report of action points</p> <p>Phone</p> <ul style="list-style-type: none"> ● Committee decided to end payphone contract, as it is barely used and costs around £500/year, and moving to a mobile phone. CB to organise a contract. ● Need to ensure everyone has a copy of the new number, and that the phone is charged. 	CB	ASAP

<ul style="list-style-type: none"> SK to put up a phone holder on the wall - BG to liaise. 	SK, BG	ASAP
<p>Grants</p> <ul style="list-style-type: none"> Grant applied for Lunch Club and various children's/young people's activities (improving mental health & wellbeing - youth club, forest school, cinema, etc) with application support from parents. Megan & Ros will support with reporting. AM had mentioned Winter Warmer grant earlier, but committee applied for other grants instead. 		
<p>Events</p> <ul style="list-style-type: none"> Suggestion to repeat games night, and organise race night/bingo. Games night scheduled for Friday 14th April. SK to liaise with DM about new PA gear for DM to help with sound at events. Hall considered for being part of a micro network of venues - possibility for grant funding towards performances. 	SK, DM	ASAP
<p>Community questionnaire</p> <ul style="list-style-type: none"> To be handed out at events. BG to organise pencils. 	BG	Next event
<p>Hairdresser</p> <ul style="list-style-type: none"> RM to contact visiting hairdresser about advertising visits. Committee agreed to keep a subsidised rate of £5/hour for the lounge for hairdresser. 	RM	ASAP
<p>Weddings</p> <ul style="list-style-type: none"> BG and RM have started portfolio document for weddings. Possibility to work together with Eagle Rock when they are hosting couples getting married. 		
<p>Building</p> <ul style="list-style-type: none"> SK has put a new wifi router in the bar. Key not working in one of the shower doors - SK to investigate. Agreed to leave unlocked in future. 	SK	Next meeting

<ul style="list-style-type: none"> • New smart electricity meter in place. BG to source a meter that tells how much electricity is currently being used. Discussion about some emergency lighting being on constantly and if it could be disabled, but it was thought this wouldn't pass regulations. • Boiler servicer advised some committee members on how to re-pressurise the boiler if needed. • Plumber going to do a gas certificate and see how to fix the noise from the disabled toilet. BG liaising. • Discussion about septic tank and its required maintenance - BG/SK/DM to investigate. • BG raised the possibility for engaging a self-employed handyman to do basic maintenance on the building. Committee agreed. Discussion about pay offered. BG to approach a potential candidate. • SV to start a schedule document for reviewing policies. • Fire safety check around the building needed done soon. • BG to ask Logic for a quote for external fire alarm and light. • Bouncy castle needs to be moved from under the stage. 	<p>BG</p> <p>BG</p> <p>BG, SK, DM</p> <p>BG</p> <p>SV</p> <p>BG</p>	<p>Next meeting</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP</p>
<p>AOB</p>	<p>Action point</p>	<p>Action completed by</p>
<ul style="list-style-type: none"> • No other business raised. 		

Next meeting is scheduled for Tuesday 21st March at 7pm.

BG concluded the meeting.