

**Applecross Community Hall Committee Meeting 15/06/2021 at 7:30pm (Zoom)
Minutes**

Minutes taken by Saara Viitanen

Present: Jack Marris (JM), Saara Viitanen (SV), Ishbel Ferguson (IF), Sean KilBride (SK), Rhona McPartlin (RM)

Apologies: David Davidson (DD), Jon Barnett (JB), Kirsten Glover (KG)

Agenda items	Action point	Action completed by
Approval of minutes from previous meeting on 18/05/21 <ul style="list-style-type: none"> Proposed by SK, seconded by RM. 		
Treasurer's report <ul style="list-style-type: none"> Tom O'Halloran (TO) has offered to act as Treasurer for the time being but not attend meetings. Committee agreed. Current bank balance: £7,501.20. Final payment for drainage works at car park is to go out of bank account soon. Two loads of oil ordered March and June. Current usage is about £30/week. First half payment of cooker hood works has gone out. TO to apply for Covid-19 charity relief from non-domestic council tax. JM has updated postal address in the Highland Council's records. 	TO (JM)	ASAP
Bar report <ul style="list-style-type: none"> Nothing to report. 		
Action points from previous meeting	Action point	Action completed by
SCIO incorporation <ul style="list-style-type: none"> Next subgroup meeting (SV, JM, SK, JB) pencilled in for 24th June at 7:30pm. JM to confirm after talking with JB. 	JM	ASAP

<p>General maintenance</p> <p><u>Extractor fan</u></p> <ul style="list-style-type: none"> • Duncan McCowan donated joinery work to the Hall. The committee give their thanks to Duncan for his generosity. • SK to liaise with contractor to organise for the rest of the works. • SK to organise electrician to make connections afterwards. • Contractor was not able to help with the fault in the gas connection. The gas connections need a yearly gas safety check by a commercial gas inspector. SK to check if Barney's could check the Hall on the same day as they come to check Hartfield. • SV to ask Adam Illingworth to check what parts need replaced on the gas bottle. <p><u>Drainage</u></p> <ul style="list-style-type: none"> • JM reported that Donald Mackenzie found a pipe behind the toilets broken which he is replacing with a stronger pipe (more expensive). Works are nearly complete. <p><u>Leak from boiler</u></p> <ul style="list-style-type: none"> • It was flagged that there was a leak from the boiler pipes, possibly from the pressure release valve. Duncan McCowan had made a temporary fix, but the boiler needs checked/cleaned and a permanent fix. SK to liaise with Phil Collins. • The ceiling needs re-plasterboarded. SK to liaise with Duncan. <p>Re-opening</p> <ul style="list-style-type: none"> • SV had made a list of regular Hall users. SV to contact and ask about their plans for using the Hall. • Committee to discuss any other bookings/enquiries on the phone/on Messenger. <p>New website</p> <ul style="list-style-type: none"> • Working properly again. • Calendar online. <p>Glass bins relocation</p>	<p>SK SK</p> <p>SK</p> <p>SV</p> <p>SK SK</p> <p>SV</p>	<p>ASAP ASAP</p> <p>ASAP</p> <p>ASAP</p> <p>ASAP ASAP</p> <p>ASAP</p>
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<ul style="list-style-type: none"> SV provided an update. Community Council is to lead this and is in discussions with the Highland Council. SV to wait to hear more. Committee discussed the option of getting extra bins instead of moving, because extra glass is generated, or emptying the bins more often. <p>Fire safety plan</p> <ul style="list-style-type: none"> JM to discuss with JB. 	JM	Next meeting
Bookings	Action point	Action completed by
<ul style="list-style-type: none"> Committee had raised concerns over commercial use of the kitchen for such low rent rates, due to the fact that volunteers on the committee would be responsible if something goes wrong. There is lots of demand for the use of the kitchen, which is positive. However the committee discussed the options of limiting the number of hours per week per person for commercial use, or changing the price of rent for commercial use. Committee decided to monitor gas/oil/electricity usage. Jazz concert suggested for September. RM to confirm date. SV had received an enquiry about music rehearsal. SV to confirm. 	TO RM SV	Next meeting Next meeting ASAP
AOB	Action point	Action completed by
<ul style="list-style-type: none"> It was raised that cleaning should be more regular when there is more use of the Hall. JM to check if the Hall needs cleaned. 	JM	ASAP

Next meeting is scheduled for Tuesday 20th July 2021 at 7:30pm.

JM concluded the meeting.