

# Arrochar and Tarbet Community Development Trust

## HALL MANAGEMENT GROUP

A meeting of the Hall Management Group was held on Tuesday 21 February 2017, at 7pm, at the Three Villages Hall.

### MINUTE

#### 1. Attending

B Dickson, R Deerin (*Secretary*), G Dunbar (*Treasurer*), M Haggerty (*Users*), S Henderson (*HMG Chair*), L Mckay (*Trust, Events SG Chair*), S Mackenzie (*Minutes*), M Pollard (*Trust*), P Startin (*Trust, Finance*), M Sutcliffe (*Trust Chair*).

#### 2. Apologies. Declaration of interests.

J Kelly sent apologies. No declaration of interests.

#### 3. Previous minutes and matters arising.

*Boiler*: no further action taken.

*WIFI*: controller desirable but not vital, SM to arrange demo, some discussion of fibre broadband and establishing a public wifi access point.

*Business Plan*: has been passed to the Trust.

*Catering Invoices*: seems to be settling down, monthly invoices requested.

*Water*: Business Stream has reimbursed the hall.

*Bank*: GD reported another mixup between the Hall Account and the Trust account. Meeting agreed to change Hall account to another bank to avoid future problems.

*Electricity*: new supplier set up—SM awaiting documents.

*Insurance*: new insurance renewed under a five year undertaking as it was slightly cheaper.

*Hall Lighting*: deferred until next meeting.

G Dunbar proposed the minutes and M Haggarty seconded them.

#### 4. Reports

##### 4.1. Finance

GD reported. £1,197.50 invoices over 30 days. Opening balance £32,130; closing balance £31,288.53. Bar purchases, maintenance up. £2,000 remaining on the Pit Stop Loan. Noted that bar sales would be recorded following month. Clarified that Lunch Club income is filed under clubs.

##### 4.2. Admin

*Gymnastics Class*: Attempts are being made to organise a new gymnastics club for children. Early days and most likely to take place during the summer school holidays.

*No More Excuses*: Stella S has started a “lighter” exercise class before Circuits on Thursdays.

*BT Fibre Internet*: BT has been in contact by phone offering fibre broadband. SM to investigate further and report back.

#### *4.3. Events*

Lily reported: Burns' Supper went well. Next are two concerts organised by Jeff Stone, first on on the 8th April. Meeting agreed to pay expenses for these concerts. Beer Festival postponed until autumn but no firm date yet. Ella Jackson wanted to do sponsored Coffee Morning. [*This was resolved after the meeting and the event was to be held on Saturday 25th March.*]

#### *4.4 Catering/Housekeeping*

Noted that PS charging £5.50 from 13 February 2017.

#### *4.5 Users Update*

Kids in the car park had been causing problems playing with footballs. Agreed to put up a No Ball Games sign and monitor the situation.

### **5. AOCB**

*Spending limit:* to be clarified for next meeting.

*Facebook Admin Access:* for Lily and Maria. SM to organise before next meeting.

*Over 55s exercise class:* Stella organising with TSI.

*Reorganisation:* MS apologised for the delay in the Trust reorganisation but hoped tangible signs of improvement would be visible soon. He stressed the need for everyone to work together.

### **6. Date and time of next meeting**

Friday 24 March at 1030 in the Three Villages Hall.