

Reston Village Hall

Committee & Business Meeting

Monday May 8th 2023 @ 7.30pm

SCIO No SCO5374

Attendees:

Anne Barrett (AB) Chair
Brin McAllister (BM) Treasurer
Ged Kimble (GK)
Jan Stringer (JS)
Stephanie Patterson (SP)
Logan Inglis (LI) representing the Community Council

Absent:

Kerry Simmonds (KS)
Ruth Donaldson (RD) Booking Secretary

Agenda:

- No Agenda published prior to the meeting

Previous Meeting Minutes

- Committee without Secretary for previous two meetings, so no formal minutes were recorded. Key topics from March 13th included in Matters Arising (see below); April 24th meeting focused solely on plans for the Coronation Weekend.

Matters Arising (from previous meetings, where Minutes were not available)

- GK to take over role of Minute Secretary. Proposed by AB, Seconded by BM

Action: None

- BM to arrange survey to test Hall capacity for Generator socket to ready Hall for any Village emergency needs. LI suggested contacting Scottish Power as they would be responsible for any Emergency Disaster response.

Action: BM to follow up

- Stage removal: As three quotes are not required to proceed, AB to contact Andrew Wilson (as time limit for previous estimate has expired) to confirm his costings. Also, to add on inspection hatch for roof access and repairs to Hall front door into quote. Current estimated costs are +/- £7k. Available funds are +/- £4k, so further +/- £3k needs to be added to Wish List

Action: AB to follow up

- Hall Rendering: Funds will need to be raised to enable this. Need to understand options in the overall context of "Greening Your Hall" support available through various local and national bodies.

Action: BM & GK to follow up

- Hall rear door curtain: Curtain bracket needs adjusting,

Action: (TBC) RD to check if volunteer who initially assembled curtains could make adjustments. Otherwise revisit topic at next meeting.

- Hall cleaning: Not yet been able to show hall and share duties, etc with prospective cleaner.
Action: AB to follow up.

- Repairs to external area around bins are required.
Action: BM to follow up with SBC

Treasures Report (BM)

- Account has £14,841 in it, of which £1,399 is available for general use.
- Monthly Heating costs have reduced due to better heating management & control, with the expectation these should reduce further over the warmer summer months.

Update on bookings, social events, etc.

- Wine Tasting: Date to be decided across June/July
Action: KS to check with Majestic to understand availability
- Line Dancing stopped until September; Bowls until October
- August 13th Duck Race and BBQ. Can we add a Treasure Hunt to agenda?
Action: TBC at future committee meeting
- Harvest Show: Date to be decided between 9th/16th/23rd October
Action: TBC at future committee meeting
- Quiz/Disco/Bingo (or any combination. Potentially on Oct 7th or 14th?)
Action: TBC at future committee meeting

A.O.B.

- Hall Floor Panels: These will need inspecting to understand remedial options as some are loose or cracked.
Action: BM to contact flooring company

- Electrical work required in toilets for heaters and heating control
Action: **BM** to contact electrician. **GK** to send BM details of alternative electrician.

- GK & JS were not added as Trustees at the last AGM. The understanding is that the only impact of this will be an inability to vote on any issues which require one.
Action: No requirement therefore to hold an EGM, instead will wait until next AGM (November) to rectify.

- **Rotating Caretaker Role for Hall:** It has been proposed that a rotating (weekly) caretaker schedule should be put in place to share the responsibilities for the hall with all the committee members to avoid overloading just one or two. As not all members were in attendance, this should be finalised and confirmed at the next meeting.
Action: **BM** to circulate to all members a checklist to supplement the ongoing supervision that may be required for the hall on a weekly basis (i.e. in addition to checking locks, lights, bins, etc).
GK to draft a potential schedule prior to next committee meeting.

Date of next meeting June 12th @ 7.30pm

Meeting closed at 8.35pm

