



Agenda Items

1. Attendance and apologies
2. Declarations of interest
3. Minutes of last meeting (28 Feb 2024)
4. Matters Arising from the minutes.
 - a. Treasurer's report
 - b. Caretaker
 - c. Village Inn Group Liaison
 - d. Solar Panel Update
5. Car Park Exit
6. Maintenance
7. AOCB
8. Date of next meeting

Minutes

Attendance and apologies

Attendees: Bill Macpherson (BM), Bryan Craig (BC), Christine Morton (CM), Elaine Morton (EM), Isla Craig (IC), John Armstrong (JA), Mark Crossey (MC), Rhiannon Harbayes (RH), Suzette Clarke (SC) and Sammy Ferrier (SF)

Apologies: Robert Morton (RM) and Tim Corcoran (TC)

Review of previous minutes (28 Feb 2024)

Taken as read and approved by board.

Amendment – change of number of contract hours for caretaker role.

Matters Arising

- Shipping Container - Awaiting update from Carol Harris on planning. BM has informed GCC about planning options (top corner of garden near current store with removal of blue container). Overhead wire needs negotiating.
- Email hosting service up and running – all to use new email addresses for all incoming and outgoing correspondence.
- Bus driver lease sorted.

Treasurer's Report

- Suggestion not to increase rates at the moment and to keep School House as same rate as main hall (£10 per hour)
- Most groups pay discounted rate, few pay full.



- Access to School House currently via key safe. Alternative option would be to manage access in the same way as the main hall (shop hold key for day access, evening access granted by key holders).
 - Work not yet completed by Simon but have guarantee work will be done.
 - Microgrant for NO GLOW sorted for main hall.
- ACTION 1 – School House access code to be changed.**
ACTION 2 – EM to contact John about NO GLOW installation.

Management Accounts

- Accounts agreed by the Board.
 - Split into restricted and unrestricted, with unrestricted split into General and Coffee Lounge. Board agreed for Coffee Lounge money to be put into General unrestricted for start of financial year.
 - Independent examiner for accounts needed. Board agree to ask Alex Swanson, who did this for 22/23.
 - Board approved IC to use new and easy to read format, which is OSCR approved.
 - Soup lunch expenses covered by Warm Spaces Fund, including hall rental.
 - Query on Village Inn charges – JA spoken to David Aird and group have agreed to be charged standard charging for 10 days to set-up bar and hours of operation for main hall and Candie on the Friday night. £800 for 10 days. Board content.
- ACTION 3 – IC to contact Alex Swanson about independent examination of accounts for 23/24.**
ACTION 4 – BM to write annual report following receipt of accounts from IC.
ACTION 5 – SM to provide table leg pads for tables in School House, as marking floors.

Caretaker

- SM and CM doing bins and keeping eye on supplies at the moment.
 - Hand dryer in ladies' toilet not working.
- ACTION 6 – BM to issue updated advert for Caretaker role, making contract of 15 hours over 4 weeks clear (5 hours per week).**
ACTION 7– BM to source manual for hand dryer.

Village Inn Group Liaison

- No further input received.
- Multipurpose hospitality space rather than pub.
- BM, BC & EM to join WG with representation from Village Inn Group. Board content.
- BM provided initial drawings of hall from 3D laser scan.

Solar Panel Update

- No outcome from lochill bank meeting.
- No news on CARES grant. Likely to take up to 7 weeks.
- Cost per unit export 4p for SSEN. This would increase to 15p by switching to octopus.



ACTION 8 – CM to contact Solar panel company to adjust plans.

ACTION 9 – CM to update CARES with reduced costs.

ACTION 10 – SSE contract to be changed to Octopus.

Car Park Exit

- Tayside will sort approval for sign on top of bus stop on Main Street for £463.86, including installation.
- Suggestion to add mirror/ contact council about double yellow lines to car park for safety reasons, coupled with new signs.

ACTION 11 – David Rutherford to replace mountings on existing sign and JA to paint.

ACTION 12 – BM to enquire about safety improvement measures for car park.

Maintenance

- GIT to undertake as much maintenance as they can over period of time. Suggestion to advertise for additional volunteers to join GIT.
- All wooden windows need to be sanded and re-varnished and School House windows may need replacing at some point.
- Hole in ground from water source identification at the back of the hall can be re-filled. Potential School House water source from a lead pipe from Main Street. No obvious water source from Greenbank Road.
- Old door in garden can go – David Rutherford has offered trailer for this.
- Windows need cleaning and hall users should be encouraged not to use cello tape on windows.
- Front door needs sanding and re-varnishing and bottom is rotting.
- Handle on door needs to be fixed, as children can get out easily.
- Back door moulding coming off – David Meldrum sorting.
- Lintel – suggestion to monitor.
- Rising damp on left hand door by Candie to be monitored.
- Stonemason for new wall costed at £1500, including materials. To be monitored for now with look at replacing in future.
- Repointing needs to be redone at end of hall by 2 windows facing Greenbank Road and on the front of the School House from where ivy was removed.
- BC and RM going to look at roof in main hall meeting room.

ACTION 13 – RH and SM to look at filing.

ACTION 14 – EM to contact window cleaner to come every 8 weeks to clean inside and out.

ACTION 15 – Front door handle to be fixed.

AOCB



- Request from Baby and Toddler Group for new shed – suggestion to look for planning between bin shed and ivy.
 - Donald McKenzie has offered photography for hall and exhibition free of charge. Approved by Board
 - GDIB issue previously raised. Awaiting new proposal.
 - Board happy for fundraiser and members provided with raffle tickets to sell. MC currently sorting alcohol license. Shop will take money from bar and all other proceeds to go to the hall.
 - IC raised three complaints received:
 - o Too many cars in carpark on Fridays
 - o Items left in main hall meeting room, meant for School House.
 - o Chairs left out in main hall.
 - Suggestion to notify council about poorly parked cars, so they can monitor and ticket where needed.
- ACTION 16 – CM to source thermal jugs.**
- ACTION 17 – Items in meeting room to be moved to School House.**
- ACTION 18 – IC/ CM to remind all hall users to tidy hall ready for next user.**

Date of next meeting

Wed 29 May 2024 at 19:30

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- 4 – BM to write annual report following receipt of accounts from IC.
- 5 – SM to provide table leg pads for tables in School House.
- 6 – BM to issue updated advert for Caretaker role, making contract of 15 hours over 4 weeks clear (5 hours per week).
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