

Royal Four Towns Hall Association

Minutes of Meeting held on 11th April 2016

Those Present : Jim Burns, Teresa McColm(Bookings Secretary), Gill Fraser, Margaret Byrne, Ellen Hyslop, Peter Barlow(Vice Chairman), Jeanette Carmichael, John Thomson, Chris Simpson, Sarah Cowan, Lorna Bell(Secretary).

Apologies : Nick Bass(Chairman), Malcolm Wade(Treasurer), Graham Anderson(Property Convenor).

Minutes of Previous Meeting : after a name correction(John Thomson) the minutes were accepted as a true and accurate account.

Matters Arising :

Hall Dance : this was judged to be an enjoyable evening, Peter Barlow acknowledged the need for more helpers at the event and apologised for not being able to attend for the whole evening. Margaret Byrne stated that there should always be two stewards at any event as well as other helpers. Chris Simpson said he would attend the next dance on the 16th September.

Happy Hour Theatre Company : the date has been booked for Friday 9th September, four one act plays entitled "Fourplay". Tickets to be made available from the Company in June, discussions resulted in the price being set at £7, an increase of £1. Peter Barlow to request 7 posters, 300 flyers and 60 tickets , the phone number on posters and flyers will be Peters. The committee were informed that the cost of the evening is £250, Sarah Cowan suggested having a bar to bring in more money, this was discussed, Peter to consult the Company on their views or experience with bars and consider it again for next time.

Co Option of John Thomson : committee agreed to the co option of John Thomson who will replace Malcolm Wade as Treasurer in September, in order to make this a smooth takeover paperwork is commencing to allow John to be a signatory on the accounts.

Treasurers Report : treasurer Malcolm Wade being unable to attend the meeting had prepared a financial report which was read by Lorna Bell .The main points included the purchase of five ice packs at minimal cost which are now in the First Aid Cupboard. The hall has now been recognised under the post code DG11 1JN resulting in a contract with Scottish Power to receive a Feed-in Tariff from 23/11/15.

Income Mar –Apr (to date) Rents £516. Dance £196. 50/50 March £75.

Expenditure Oil £394. Kitchen Floor Repairs £199. Performing Rights Society £120. Emergency Lights Repair £44. Cleaner £93

Deposit Accounts £13,735.

Current Account £ 2,723.

Cash £ 149.

Property Convenors Report : being unable to attend the meeting Graham Anderson submitted a written report for the committee to consider. The main point for discussion were the quotes received from Robert Wade for a replacement water heater :

- 1) £750 for an instant 10.5KW water heater and associated works.
- 2) £528 to replace existing heater with a 3KW,30 litre capacity and associated works.

The committee favoured the instant water heater, [Peter Barlow](#) to ask about flow rate for two sinks and bring information to next meeting.

Work undertaken by convenor prior to meeting :

- Heating oil ordered
- Fire alarm testing March and April
- Light fittings cleaned in main hall, toilets and kitchen
- Shrubs planted at War Memorial
- Tubes and batteries replaced as required for emergency lights
- Carried out test on emergency battery lights at emergency exits(outside) – lights outside kitchen lasted for 45 minutes, other lights for 60 minutes.
- Corridor light to gents toilet now working.

- Work at War Memorial still ongoing.
- To check if garden maintenance still going to be undertaken by Freda, George and Mhari.

Hall Bookings : Teresa McColm reported that the dancing class had now finished and the Tai Chi class had temporarily stopped but would restart in the near future. Hall needs to be open on 19th June for the Lockerbie Loop charity event, Peter Barlow will be in attendance.

A.O.B.

Sarah Cowan reported that she had been advised by Freda Seddon that the bus drivers were unhappy about not being able to pull in at the bus stop because of parked cars. This occurs mainly on Wednesday and Thursday mornings when Art Club and Toddler Group take place. This matter was discussed and it was decided to start with a notice to members of each group informing them of the problem and to remind them that the driveway can be used for parking. [Chris Simpson](#) to design notice and email for approval.

Peter Barlow presented the list for leaflet drops the vacant slots were filled as follows :
Greenhill Road by John Thomson and School Road by Sarah Cowan.

Date of Next Meeting – Monday, 6th June, 2016 at 7.30pm