

Royal Four Towns Hall Association

Minutes of the Meeting

held on 26th October 2015

Those present: Nick Bass(Chairman), Peter Barlow(Vice Chairman), Malcolm Wade(Treasurer),Lorna Bell(Secretary), Teresa McColm(Bookings Secretary), Graham Anderson(Property Convenor), Margaret Byrne, Jeanette Carmichael, Sarah Cowan.

Apologies: Gill Fraser, Ellen Hyslop, Pam Coupland(Member of the Public)

Minutes of Previous Meeting: co-option of Chris Simpson not noted in minutes of previous meeting, this duly noted acceptance of the minutes was proposed by Graham Anderson and seconded by Peter Barlow.

Matters Arising: none

Treasurer's Report: Malcolm Wade reported that D&G council have paid £250 hall rental owing from the Election. The September Dance raised £180. The Craft Fair income was £646.95 cash, income from stall rentals £260. Due to a fall in attendance the treasurer suggested raising entry price to £2. Under 5's group have had £2063 returned to their account. A grant of £5000 was received from A.N.C.B.C, solar panels fitted at cost of £5460. Baby changing unit cost £269.29, donation of £125 from Under 5's.

Cumberland Investment accounts £13,735.39

Current Account £ 2,593.39

Cash in hand £ 111.60

Margaret Byrne expressed her view that the baby changing unit and solar panels were still under discussion rather than decided upon, in her opinion, outside of committee meetings. Nick Bass suggested Margaret should bring her concerns to the next meeting.

Property Convenor's Report

- Baby Changing Facility been fitted to wall in disabled toilets, mirror still to be fitted.
- Boundary hedge been cut.
- Monthly fire alarm check completed.
- Paint match for window sills required, [Malcolm Wade](#) to look back accounts to find original contractor.

Margaret Byrne advised committee of problem with render at corner of the back wall, [Graham Anderson](#) to look into this.

Nick Bass requested a risk assessment be done for the Xmas lighting. Graham Anderson advised that PAT testing was not required, a competent person involved would be sufficient, due to his job he would be deemed to be a competent person. [Graham Anderson](#) to put in writing a risk assessment.

Xmas Lights Switch On: Saturday, 5th December, 6.00pm for 6.30pm switch on. Sarah Cowan advised that Under 5's would put on a mini Nativity prior to switch on. [Malcolm Wade](#) to source mulled wine. [Margaret Byrne](#) and helpers to provide mince pies. [Lorna Bell](#) to organise poster and write to Malcolm Bell MacDonald to request a Xmas tree.

Hall Bookings: Teresa McColm reported that a new craft group had booked the hall for Monday afternoons(2 – 4pm) on a fortnightly basis. Issues with payment for Tai Chi classes have been resolved. Annandale YFs will commence concert rehearsals on 8th November. A new booking form has been developed and Teresa reported that all the usual bookings were running smoothly and added that this was as a result of all the work her predecessor Anne Fairn had put in.

Craft Fair Report: Peter Barlow reported that all stalls were filled on both days and stall holders seemed to be happy with the organisation. Peter personally wrote to every stall holder to thank them for their attendance and this had been appreciated. Peter thanked the committee for their help and support and offered the suggestion that stall holders rent should be increased. Nick Bass thanked Peter for all his work in the organisation of the Craft Fair.

Royal Four Towns Hall Association: Malcolm Wade reported that it was important that all legal documents and contracts be in the name of Royal Four Towns Hall Association and not referred to as RFT Committee or any other name as had sometimes happened in the past. Sarah Cowan to draft new letterheads in order to reflect this.

War Memorial Flower Bed: Graham Anderson proposed to remove the conifers and apply to Community Council for wind farm funding for two new shrubs, also to put more of the bed back to grass and plant bulbs, the committee agreed to this.

Co option of Jim Burns: Nick Bass proposed the co option of Jim Burns this was seconded by Malcolm Wade.

Remembrance Service: 8th November, 1.45pm. Lorna Bell reported that the Minister was booked and the wreath had been delivered. Jim Burns was in control of the actual events on the day and Ellen Hyslop and Anne Fairn were in charge of refreshments. Lorna Bell produced posters, Sarah Cowan to laminate four posters which Peter Barlow would put up where required. Lorna Bell to email poster to Graham Anderson to be put on RFT website.

A.O.B.

Burns Night: 23rd January, 2016, 7.30pm Margaret Byrne proposed to increase ticket price to £9, seconded by Nick Bass. Margaret Byrne to contact Phil Davies who has details from previous years. The committee agreed to a leaflet drop in order to advertise the event. Committee to set up hall the day before 2.00 – 4.00pm. Lorna Bell to write to Arla to request donation of cheese and butter.

Fireworks Night: Sarah Cowan discussed the possibility of a fireworks night for 2016, the committee decided it would involve too much regulation and were not prepared to organise it.

Date of Next Meeting 30th November, 7.30pm.