

**Glenfarg Village Hall**  
**13 September 2017**

<b><u>Agenda Item</u></b>	<b><u>Minute</u></b>	<b><u>Action</u></b>
<u>Present:</u>	Cedric Wilkins, Kerry Davidson, Jean Andrew, Tim Corcoran, Robin Watson, Mac Stewart, Mark Crossey, Kate Armstrong, Robert Morton, Christine Morton, John Armstrong	
<u>Apologies</u>	Jim Eodanable	
<u>In attendance</u>	Tanya McKibbon, Kareen McGregor	
<u>Minutes of previous meeting</u>	<ul style="list-style-type: none"> <li>Minutes of previous meeting (14 June 2017) approved.</li> </ul>	
<u>Matters arising</u>	<ul style="list-style-type: none"> <li>The gate outside the hall still requires a latch to be fitted allowing it to be fixed back against the wall. John will liaise with Tim regarding this and may have an appropriate fixing.</li> </ul>	<b>John/Tim</b>
<u>Hall Keeper's report</u>	<ul style="list-style-type: none"> <li>Tanya told the committee rents were steady. An additional column has been added to the monthly reports showing the previous year's income for each month to provide a useful comparison.</li> <li>Numbers for Brownies/Guides are down and they will now only the meeting room but Metafit has started on a Tuesday. Zumba has also resumed.</li> <li>The wedding held in the hall recently was a great success and the couple were delighted. They kindly donated £20 to the hall. Tanya will ask if a photo of the hall set up for the wedding could be used on the website.</li> <li>Kate pointed out the weekend rate for hall hire is not on the website. Tanya to ask Janet Watson to add.</li> </ul>	<p><b>Tanya</b></p> <p><b>Tanya</b></p>
<u>Secretary's report</u>	<ul style="list-style-type: none"> <li>Kerry had no updates for the committee.</li> </ul>	
<u>Property Convenor's report</u>	<ul style="list-style-type: none"> <li>Tim has initiated a full electrical survey of the hall. This is not based on any particular worries, just a routine check in line with HSE recommendations.</li> <li>Tim has asked our roofer, Bill, to tidy up the cupola and to make sure the shuttering previously fitted is still adequate.</li> <li>We still have outside and floodlights left over</li> </ul>	

	<p>from the recent order if any more are required to be fitted.</p> <ul style="list-style-type: none"> <li>• John raised long term concerns over the seal on the new meeting room window being exposed as the edging is broken. Ced and Tim will look at this.</li> <li>• The back door is in very poor condition and needs repair.</li> </ul>	<p>Ced/Tim</p> <p>Ced/Tim</p>	
<u>Treasurer's report</u>	<ul style="list-style-type: none"> <li>• Rent for the year-to-date was £3,828 which is in line with last year.</li> <li>• A Foundation Scotland grant of £635 was received which covered most of the costs of the repairs to the lighting and gate.</li> <li>• A £200 donation was received from Soup and a Chat. The annual grant of £250 was received from Perth &amp; Kinross Council.</li> <li>• Based on the hall continuing to receive the current rental income and no major repairs being required, Jean believes we are on track to break even for the current year.</li> <li>• Jean to send a copy of the new insurance terms to Tanya once new documents come in.</li> <li>• Jean has identified a three-year insurance deal with offers a slightly reduced rate. Jean to check penalty imposed should we decide to change insurance before the end of the fixed term.</li> </ul>	<p><b>Jean</b></p> <p><b>Jean</b></p>	
<u>Hall rents</u>	<ul style="list-style-type: none"> <li>• The committee was asked to consider whether hall rents need to be changed given that the hall made a loss in the year to March 2017 and rents have not been raised for 8 years.</li> <li>• Ced has looked at the rents charged by other village halls in the area and Glenfarg seems slightly cheaper. It was noted that many had a different rate for regular users. After much debate it was agreed that the rates would be changed for occasional users (those booking the hall for use less than four times a year). New charges for those users would be: <ul style="list-style-type: none"> <li>○ Irregular user – meeting room £8 / main hall £12.</li> </ul> </li> <li>• The new rates will be charged from 1 October 2017.</li> </ul>		
<u>AOB</u>	<ul style="list-style-type: none"> <li>• Kate updated the hall on progress with the Glenfarg Community company, explaining that work is underway on identifying a suitable site for a small pub replacement and ways of funding the project. Ced asked Kate to pass on the hall committee's offer to help in any way we can with future plans.</li> <li>• Funding from Lochelbank has been offered to cover some of the costs associated with the</li> </ul>	<p><b>Ced/Mark</b></p>	

	<p>community café we propose to set up in the meeting room. An offer of second-hand modular seating has been made and Mark has offered to reupholster this. It was proposed the café would run on a Tuesday and Friday morning. Kerry, Ced, Tim and Mac volunteered to assist with serving.</p> <ul style="list-style-type: none"> <li>• The need to clarify what is acceptable set-up and clean-up time for users was discussed and agreed at 30 minutes before and after a booking. Any user requiring longer than this will be charged accordingly. Tanya to add this to the terms and conditions of let.</li> <li>• Given increased energy costs, it was agreed to introduce a flat-rate additional £10 charge for users looking to set up a bouncy castle in the hall.</li> <li>• Jean had received a comment regarding the lights being left on. A small reminder to users would be beneficial.</li> </ul>	<p><b>Tanya</b></p> <p><b>Tanya</b></p> <p><b>Tanya</b></p>
<p><u>Dates of future meetings</u></p>	<p>Date of next meeting: Wednesday, 6 December 2017 <b><u>at 7.30pm.</u></b></p>	