Aultbea Hall Management Committee

Tuesday 11 April 2023

19.00 hrs.

I. Andy welcomed all to the meeting.

II. Attendees: Andy (Chair); Colin; Pauline; Bruce; Jon; Fee; Jean; Jen (Zoom); Heather (Zoom).
Apologies: Joyce; Mike.

III. **Appointment of officers & committee reps 2023-2024**

From those elected at the AGM held on 28 March 2023, the following officers were appointed: Chairman - Andy; Vice-chair - Fiona; Secretary - Pauline; Treasurer - Bruce.
Jean also was elected at the AGM and Colin, Joyce and Mike were nominated as co-opted committee members.
Jon, Heather & Jen are now co-opted by the committee to continue their support roles for the project.

IV. **Existing Business**

a) Financial Position - Bruce had taken on the duties of treasurer after the last committee meeting. His report was circulated prior to the meeting. There have been pleasing donations both from individuals and from the collection boxes in the shops over the past few weeks. All outstanding invoices have been paid, including for the T-shirt order.

b) Pauline explained HMRC's procedures in order to change the authorised official. This needs to be completed before any claim can be made relating to Gift Aid declarations on 2022 donations. It is hoped that more donors will sign up for Gift Aid in order to increase the value of their donation.

c) Submission of accounts & reports to OSCR - Having considered further advice from OSCR, it was agreed to delay the publication online of our SCIO accounts as the income and expenditure only relates to January so there would be a very distorted view of our finances, given that the balance is not visible at first view. We have until September to do this.

All the paperwork required to dissolve the (original) Aultbea Community Hall & Football Field Trust is now ready to submit. The committee agreed that we should also indicate that we wish the Trust, SC051700, to be removed from the charities register. We will request that this be in mid-June.

d) Funding Applications

i) All expected bills for Phase I have now been paid. The Committee therefore agreed that we should declare this part of the project to be complete. The final report and accounts for Phase I were ratified by the committee. Pauline will now submit these, and the other documentation required, to the Place-based Investment Programme.

ii) Following on from the award from the Community Regeneration Fund, we have now secured a grant from the Sylvia Waddilove Foundation and have a pledge from the Hugh Fraser Foundation. We have not yet heard from the Tesco Community Fund as to the success of the 'blue tokens' campaign. However, given the recent donations and the commitment for match-funding from our own resources, we are in a position to say that Phase II of the project is fully funded, though we hope that further applications submitted for funding support will be successful.

e) Ongoing Works - All electrical connections have now been made and tested. The fire alarms are also installed through the building. We have not yet had notice of any contract for our electricity supply; Joyce will be asked to follow this up, and also to investigate the purchase of fire extinguishers and required fire security certification. It is not thought that this is undertaken any longer by the local fire service, so may be another Highland Alarms function.
After discussion, it is believed that Highland Council have the road drainage work outside the Hall scheduled for the summer. Ideally, it would link in with the Hall drainage improvements planned, but this may not prove possible and we should not delay our side of the works.
The ingress of birds into the Hall has been stopped on an ad hoc basis; we have the offer of a more permanent solution to be undertaken *pro bono*. We also have an electrician willing to do all required PAT testing.
Colin is hoping that the final fixtures and fittings on the Hall doors will soon be completed. It was agreed to give him a budget of £250 to allow for incidental costs for minor works, without the need for prior Committee authorisation.
Jock Chisholm has offered to put up the roundels to cover the two old vents at either end of the Hall and it is hoped that this will be undertaken before 6 May, *Coronation Capers.*
Jean will organise the cleaning team, and the purchase of necessary materials, ready for the reopening of the two-storey block.

f) IT and Media - Facebook has been regularly updated with items about the Tesco tokens, AGMs and *Coronation Capers*. There has been particularly good interaction with the *Capers* playlist posting. The Bualnaluib School roundels have been highlighted also. There have been short updates in recent GDT editions and adverts for *Coronation Capers* will continue until the event.
Andy will provide Jen with the details of a national 'Coronation events' website so that she can post information about our celebrations.
It was agreed that the outcomes of the community consultation could be displayed in the Hall - probably best in the downstairs corridor.

g) Fundraising - Given how the timing has worked out, *Coronation Capers* will serve as the "Opening Event" for Phase I of the *Aultbea Hall Revival!* project. A 'thank you' for those who have contributed to the project will be held soon after.
Planning for *Coronation Capers* is well underway and further arrangements were confirmed with respect to the marquees and tents required (including for the DJ and teas), raffle, tombola, face-painting, BBQ, T-shirts, cake competition, themed napkins, tables and benches, generator etc. An appeal will be made via Facebook for more volunteers, (particularly to help with baking), and for raffle and tombola prizes.
Jean is liaising with Aultbea Hub to share some furniture and catering assets which we need for events and re-equipping the two-storey block.
A local business has offered us bric-a-brac for when we hold a suitable fund-raising event.

h) SCIO membership - The Committee approved further membership applications, received at and since the AGM. We now have a pleasing 121 members and ongoing commitment from supporters who live outside our constitutionally-defined area.

i) Risk assessments - Jean will ensure that there are risk assessments in place ready for Hall cleaning and Fee will seek event admin support from Aultbea Community Council at its next meeting. Fee will also look at some template policies to see what is needed once the two-storey block is open.

j) Press release - We will work on a press release for wider-scale circulation immediately after *Coronation Capers*.

V. **Phase II**

Jon has tried to phone, and subsequently emailed, Highland Council Building Control to inform them that we now have all required funding in place and only await their permissions before we can commence work on Phase II. He will continue to try to make contact. It may be possible for us to commission the necessary design approval ourselves - from a civil engineer who is on the Scottish Government list - and possibly one is known in Ullapool. Jean, Fee and/or Colin will check this out to provide Jon with the details.

As soon as we have Building Control permissions, we can arrange the 'start-up' meeting with Highland Council's Community Regeneration grant team.

VI. **Any Other Business**

i) As we already have one good quality table tennis table, the generous offer of a second one will need to be declined.

ii) Andy has been in touch with the Post Office with respect to the long-intended use of Aultbea Hall for outreach facilities for the local community, many of whom are finding it very difficult to access Laide/Poolewe. At the moment, the authorities are responding that they see no possibility of this, given their funding and other constraints. We are prepared to take this further, enlisting the help of our local county councillor and/or MSP.

VII. **The next Committee meeting** will be on Tuesday 16 May, in the Hall if Zoom will work there!

The meeting ended at 20.25 hrs.