

Aultbea Hall Management Committee

Tuesday 11 June 2024

19.00 hrs.

- I. Andy welcomed all to the meeting.
- II. Attendees: Andy (Chair); Colin B; Pauline; Kerry Ann (Zoom); Bruce; Fee; Jean; Heather (Zoom).
Apologies: Joyce; Colin I; Jon; Jen.
- III. **Existing Business**
 - a) Financial Position - Bruce had circulated the income and expenditure figures for 2024 to date. For May, he noted receipt of a grant from NHI for the additional cost of energy efficient electrical fittings; hall hire receipts and further donations from the box in Aultbea Stores and the Easter Egg hunt. Outgoings were the deposit for the electrical works, the annual insurance payment, the bills for Christmas and Easter events purchases and for minor works. The bank balance will cover our expected cash flow for the time being. Andy advised that the cost of the steel for the roof supports is higher than the original estimate, owing to the steel specification available.
 - b) Funding Applications - The grant from the Hugh Fraser Foundation has been used to pay the deposit for the steel support works. The application to the North Highland Initiative for a contribution towards our planned energy efficient installations was successful and prompt payment was made. We will acknowledge this grant once the work is underway. Pauline has submitted an update report reference our grant from the Community Regeneration Fund. Once we receive the next invoice for the steel fabrication work, she will compile our second claim for reimbursement from the CRF.
We still await quotations for the work envisaged to improve accessibility (Phase III) to enable us to compile a request to GAMS for financial support. We understand that building control consent will be required and the cost of this will be factored in to our grant request.
 - c) Ongoing Works - Timber will be needed for the main Hall floor, once the steel supports are in place. Colin will arrange the order for this and volunteers are on hand to undertake the work.
 - d) IT and media - Fee reported that a poster with details for the Flotilla event is being drafted for our Facebook page. There will also be a request for raffle prizes.
Peter Hindley has generously donated a model of Aultbea Hall that was knitted by his wife, Barbara. This is now safely enclosed in a Perspex case and will be mounted on a shelf in the front hallway. Once done, we would like to use this for a social media post, if Peter is in agreement.
 - e) Fundraising - It was agreed that the timings for the Flotilla event will be as last year. The Community Council has agreed to provide the necessary insurance cover and will be provided with the related risk assessments.
Heather, her daughter and Jen are signed up for the Kilt Walk in Edinburgh on 15 September, as a fund-raising venture for the Hall. We agreed to set up a JustGiving account as this seems the most efficient way for sponsors to make their contributions

and has a Gift Aid option, unlike our current PayPal donation tab; Pauline and Fee to be the nominated officers.

Andy is waiting for a response as to his availability later in the year from our proposed guest of honour at the celebratory opening event.

No further arrangements have been finalised for our intended end-of-year activities.

Andy has checked on the requirements for occasional liquor licences for voluntary organisations and will confirm that there is no need for personal licence holders to be trained.

- f) Community engagement/use of Hall - Two further applications for membership have recently been received and were accepted.
Highlife Highland have booked the Crow's Nest for four sessions of summer activities in July. Sing Loch Ewe, Yoga and the Community Council continue with regular bookings.
- g) Risk assessments/volunteer coordination - Jean is alert to risk assessments that will be needed for the events and activities planned over the next few months, particularly for volunteers working in the Hall.
She and Fee have met to review the requirements with respect to our application for a Public Entertainment Licence and a summary was circulated at the meeting. Much of the necessary paperwork is already available. We have plans (as used for the Fire Exit) from 2018 that are more recent than those submitted for the previous PEL application. The intention is to submit the application before the end of July, which should be in good time for our intended winter events.
- h) Procurement - There is still no update from EDF as to meter or invoice progress. Joyce continues to provide monthly readings.
- i) Press release - Hector Mackenzie of the *Ross-shire Journal* is willing to publicise Aultbea Hall developments as and when. Photographs will be taken as the steel work progresses.

IV. **Phase II**

The steel supports have been fabricated and delivery is expected imminently. Colin has volunteers available to help with the unloading. (Post meeting update: arrived late evening of 11 June!) All the materials will be put in place and the site prepared for installation by the ever-willing and able volunteer task force, for which we are very grateful.

Jon will be asked to submit the necessary Notice Regarding Start of Work (Form J) to HC Building Control as soon as we have a date for installation, which is expected quite quickly. Once the steelwork is installed, we hope that our other contractors will be available without undue delay. The fire doors and the steps besides the stage would seem to be the priority. Our electrician will also be asked if he wishes to take advantage of the open floor for cabling.

V. **Any Other Business**

- i) Fee has negotiated the return of the yurt from Laide Wood to Aultbea Hall for community use.
- ii) Colin will chop the timber removed from the Hall floor into kindling and offer it for sale for Hall funds (another photo opportunity!).

VI. The **next Committee meeting** will be on Tuesday, 9 July 7pm.

There being no other business, the meeting ended at 20.00 hrs.