

Aultbea Hall Management Committee

Tuesday 7 May 2024

19.00 hrs.

I. Andy welcomed all to the meeting.

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

III. Existing Business

- a) Financial Position - Bruce had circulated the income and expenditure figures for 2024 to date. For April, he noted hall hire receipts, further donations from an individual and through 'boxes', including a generous collection from the funeral of Beryl Wiseman. The £1K raised at the Easter Gathering has been banked and HMRC have paid in a Gift Aid refund of £1K+. Outgoings were invoice payments for the kitchen floor joinery and maintenance of fire extinguishers. The bank balance will cover our expected cash flow for the time being.
- b) Funding Applications -
Having received a revised quotation for the installation of energy-efficient lighting and heating, Pauline has submitted an application to the North Highland Initiative for a grant (close to their £2K max) to meet the additional costs since the original estimates. We await their decision, which should not be long delayed.
Also, once we have quotations for the work envisaged, we will put together a request to GAMS for support towards improving accessibility, both inside and out. Colin B. has initiated discussions with our local contractors.
- c) Ongoing Works - Colin B. will be reimbursed for purchase of saw blades.
- d) IT and media - Jen reported that our T-shirts are travelling further afield! She will post details of the regatta rules on our Facebook page, and give dates and times to GDT for their Diary.
- e) Fundraising - Preparations are in hand for 'Not the Raft Race' on Saturday 3 August - from the pier to the Hotel. Heather continues to acquire good raffle prizes, with tickets to be sold at both venues.
Heather and Jen are committed to the Kilt Walk in Edinburgh on 15 September, as a fund-raising venture for the Hall. They hope others will join them. Jen will post on Facebook to invite sponsors.
It was agreed that we should set the date for, and organise, a celebratory 'opening event', once this is possible. This will not be specifically fund-raising but aimed at families and timed for afternoon/early evening. After discussion with Donnie Munro, Andy has ascertained his considerable interest in our project and the possibility that he could be our guest of honour on the day, if his commitments allow.
It is proposed that we organise two December festive events, a ceilidh on Friday 27th and a disco for Hogmanay. Colin I. will work out how he can best contribute.
- f) Community engagement/use of Hall - 2 applications for membership have recently been received and were accepted.

Our Gift Aid refund has now been received, a very useful sum thanks particularly to the general 'box' donations which are eligible for the claim.

Pauline summarised the current users of the Crow's Nest. Colin B. is planning to run a regular children's after-school session, once he has confirmed arrangements with the Active Schools Coordinator. It was noted that the heating has twice been inadvertently left on overnight of late, to our cost. Joyce will put up notices highlighting the need for those locking up to ensure the switch is off.

- 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. She will also check through the risk assessment requirements which are part of the application for a Public Entertainment Licence. Fee offered to help with the paperwork involved. Pauline will see what might be of help in the old files.
- h) Procurement - When tidying up old papers, Pauline discovered that, in 2010, Francis Whittington had signed up to an offer from the Scottish Government to have the Hall's electricity supplied through EDF as part of a scheme for public buildings procurement. This scheme continues, we remain included and it seems to be working to our advantage. We still await an electricity bill and EDF have still not visited to investigate why the smart meter does not work.
- i) Press release - We agreed to prepare a Highland-wide press release as soon as the steel supports begin to be installed in the main hall - the symbolic public announcement that the project will be completed!

IV. **Phase II**

The preparatory main hall floor work has been completed and we understand that the contractors are now in the process of fabricating the steel supports required. Installation is expected to take just two days. Volunteer labour will be on hand to assist. Thereafter, Andy will convene a site meeting with the other contractors to plan the schedule of works needed to complete the repairs.

Roddie M. is working out how best to improve access to the Hall (at both entrances) and for the designated restricted-mobility parking area.

V. **Any Other Business**

- i) Our Independent Examiner of Accounts has offered to see if he can help Pauline to complete the Corporation Tax forms which HMRC are requiring our charity to submit, even though it is evident to them that we will have no such tax to pay. Should further advice be required, Fee suggested we contact SCVO.
- ii) Colin I. explained the wider remit of Radio Wester Ross, compared with 2LR. He encouraged us to make full use of their resources for publicity purposes.
- iii) Heather will discuss with her contacts whether they are able to help with providing bar services for both or either of our planned Festive events (end December).

VI. The next Committee meeting will be on Tuesday 11 June, 7pm.

There being no other business, the meeting ended at 19.55 hrs.