

Aultbea Hall Management Committee

Tuesday 8 October 2024

19.00 hrs.

- I. Andy welcomed all to the meeting.
- II. Attendees: Andy (Chair); Colin B; Joyce; Pauline; Kerry Ann (Zoom); Bruce; Fee (Zoom); Jean; Heather (Zoom); Jen (Zoom).
Apologies: Colin I.
- III. **Existing Business**
 - a) Financial Position - Bruce had circulated the income and expenditure figures for 2024 to end September. More than £2K has been raised through the Edinburgh Kiltwalk - double the target - and welcome donations continue to come in through the boxes in the two local shops. Expenditure was on fire door purchases.
 - b) Funding Applications - There have been no further claims to funders for reimbursement in the past month but Pauline has an online session booked with our CRF (Highland Council) funding officer to discuss progress and the final claims schedule. She will also contact GAMS to ascertain whether they are willing to help with the costs of improving accessibility, given that some of the landscaping around the exit doors will be determined by whether or not we can action the additional improvements we would like to complete at the same time.
 - c) Ongoing Works - Cabling is now under the floor and all old wiring stripped out, so both the floor repairs and the installation of the new electrics can progress. Colin's suggestion that the three rolls of carpet and underlay currently stored on the stage might well be used to carpet the upstairs room was agreed. He has had offers of advice and practical help to be able to do this. It was agreed that we will purchase any replacement ceiling panels required and Colin is organising the work to do this, and to secure the existing ones.
 - d) IT and media - Jen has ensured that our Facebook pages continue to be active. Given recent posts, she will be able to update our T-shirt travels map.
 - e) Fundraising - Further T-shirt sales are imminent.
 - f) Community engagement/use of Hall - Requests to book the Hall in 2025 have come in for a VE Day commemoration event (May), and from a piano trio. At the moment, we don't have the capacity to take on larger scale music/drama events, though would hope to do so in due course. As the Nursery play equipment is currently being stored in the downstairs kitchen, we will not be able to offer it for bookings for the time being. Once electricity is installed, there will be usable storage space behind the stage. Kerry Ann is organising two children's activities for the end of this month, including a Hallowe'en party. The Crow's Nest will be decorated accordingly. She also summarised various likely bookings over the Christmas period. We hope that Bualnaluib School will once again help to make it an attractive venue for festive gatherings and Jen will promote its availability through social media.

- g) Risk assessments/volunteer coordination - Jean continues to prepare the application for a Public Entertainment Licence, for preliminary submission. Further queries were answered, mainly about the construction materials of various parts of the building, so all will be ready once we have the required safety/electrical compliance in place. We will need to carry out a practice evacuation of the building, and record this, before we open to the public.
- h) Procurement - There is still no update from EDF as to smart meter checking nor have any bills been received this year, though monthly readings continue to be submitted.

IV. **Phase II**

- i) Andy proposed that, in the short term, we purchase and fit foam/rubber guards, up to head height, to the exposed steel supports. Colin will provide measurements so Andy can research what might be most suitable.
- ii) After much correspondence with the HC Building Control Officer with respect to the 30 or 60 minute time barrier and glazing requirements for each, Andy was able to detail the requirements for the fire doors. Several more are required than was previously expected, given that the doors between the two parts of the building need to be to regulation specifications, with a safety zone between. This has proved to be a very complex process, with due diligence essential, both for compliance and expenditure. It was noted that any change of contractor would have required authorisation from our CRF officer, but this has not proved necessary. Two orders have now been placed and it is hoped that all will be delivered before the end of the month. Our contractor will be asked to specify/order the fittings.
- iii) Given the uncertainties over contractor availability and completion dates, and then of the time scale for final Building Control checks, we cannot plan for any larger community events over the Christmas/New Year period. However, Fee, Jen and Heather will meet to see what can be arranged for smaller-scale family activities with light refreshments.

V. **Any Other Business**

Joyce and Colin are storing two good-sized paintings of Aultbea by Lynn Jury, which she is donating to the Hall, until they can be safely displayed.

- VI. The **next Committee meeting** will be on Tuesday 5 November, 7pm.

There being no other business, the meeting ended at 20.10 hrs.