

Aultbea Hall Management Committee

Tuesday 4 February

19.00 hrs.

- I. Andy welcomed everyone to the meeting
- II. Attendees: Andy (Chair); Colin B (Zoom); Joyce (Zoom); Pauline; Kerry Ann; Bruce; Fee; Jean; Heather (Zoom).
Apologies: Colin I; Jen.
- III. **Existing Business**
 - a) Financial Position - Bruce had circulated the income and expenditure figures for January 2025, which had been a very active month financially. Over and above hall hire fees, income included the full grant from GAMS, the Gift Aid refund of almost £2.5K for 2024 donations, sponsorship for the tote bags and donations for some of the tartan cushions. Invoices received from our contractors, (electrical, joinery and external landscaping to improve accessibility), have all been paid promptly.
 - b) Funding Applications - Pauline has just submitted the third claim to the Community Regeneration Fund (HC). No further claim can be made until Phase II of the project is fully signed off, with Building Control consent. Various reports are due to funders as soon as the related Phase II work is complete. NHI will then accept a further application for funding support this year, provided their criteria can be met - perhaps the external paint required would be eligible.
 - c) Minor Works - Colin will replace the yellow/black taping on the stairs in due course. Some roof re-taping has been undertaken, with more to be done. This is in hand.
 - d) IT and media - Over and beyond routine updates, Jen has the information about the AGM to post on the website.
 - e) Fundraising & Events - After due consideration, we are planning for an opening Over-18s Dance, with *Recovery* booked provisionally for Friday 23 May. A separate roller disco will be organised to cater for youngsters, date to be confirmed, and, as soon as is feasible, we will offer an open day for locals to come along and see their renovated Hall.

Heather has been busy on the fund-raising front! Aultbea Hotel have sponsored the production of 45 tote-bags, which are currently being printed and will soon be available for sale, and all 10 donation slots for clan tartan cushions for the benches in the Hall were snapped up within hours. Several potential donors were disappointed that their bids came in too late. Colin will check to see if it is possible to fit in an eleventh bench.

- f) Community engagement/use of Hall - Arrangements and adverts are in hand for our AGM on 11 March. Jean offered to help with refreshments. The SCIO membership list is being updated. Any further amendments to Pauline, please.

Active Schools are looking to hire the *Crow's Nest* for sessions on Monday afternoons, which is pleasing. The 'regular' user group sessions are continuing. RACP have been

informed of the current situation with respect to booking Hall facilities for VE Day anniversary events. Bualnaluib School have been asked if they are interested to provide related display work.

- g) Risk assessments/volunteer coordination - Jean will ensure that there are appropriate risk assessments in place for the major cleaning operations that will be needed once the contactors have completed their work in the main Hall. She is on the reserve list for an online training in preparing risk assessments that has been offered by Zurich Insurance. Jen has been provided with risk assessment templates to be added to the Booking tab on the website.
Highland Council are processing the various additional forms, including our Safeguarding Policy, which Jean has submitted to meet the requirements for the Public Entertainment Licence. The Electrical Installation certificate and final Building Warrant have still to be submitted.
- h) Procurement - No further electricity bills, or revisions thereof, have arrived this past month!

IV. **Phase II**

- i) Progress is being made by both the electrician and the joiner. Andy will check that closers on cupboards and smoke seals have been installed to ensure that the internal wall meets all the requirements as a 30 minute fire barrier.
- ii) Once returned from holiday, Colin will make arrangements for the work on the ceiling repairs to be undertaken as soon as possible, likewise the benching.
- iii) Further information is required by Highland Council, reference the building warrant application amendments proposed, with respect to the external improvements to the accessibility to the building, be it the entrance ramp, the car parking area or the fire exit door space. Andy has written to Scott Ramsay, requesting a discussion by phone or through a visit, and Pauline and Andy are meeting our contractor on Thursday 6 February to go through the list of points raised. It is hoped that the issues can be resolved speedily, so as not to delay completion any further.

V. **Any Other Business**

- i) The lottery licence has been renewed.
- ii) Jean will purchase a new dustpan, brush and broom for the cleaning cupboard.

- VI. The **next Committee meeting** will be after the AGM on 11 March, unless we need to convene before then.

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