

Aultbea Hall Management Committee

Tuesday 9 September 2025

19.00 hrs.

- I. Andy welcomed everyone to the meeting.
- II. Attendees: Andy (Chair); Colin B; Joyce; Pauline; Kerry Ann; Bruce; Jean; Jen (Zoom) ; Heather (Zoom); Amelia; Mel.
Apologies: Colin I; Fee.
- III. **Existing Business**
 - a) Financial Position - Bruce had circulated the financial figures for August 2025. Some rationalisation has been made of the various strands of Hall expenditure into one category. Income was from the usual sources. Expenditure included repaying Aultbea Community Council for the insurance costs incurred by them for the Flotilla event. We have been informed by Bank of Scotland that our account has now been designated as a 'charity' account and fees will be imposed from November for a number of transactions, particularly those which are cash-based.
 - b) Funding Applications - Pauline has submitted the report required for the North Highland Initiative grant, now that the external painting has been completed and invoice paid. Everything was in order and NHI have congratulated us on the achievements of *Aultbea Hall Revival!*. All grant administration for the project has now been completed.
 - c) Minor Works - The old entrance doorway to the stage has been properly sealed and the door stained. Materials are to hand to repair the damage to the gable end of the Crow's Nest. Colin intends to undertake the short-term repair very soon. Andy proposed that we seek professional advice on replacing the old galvanised cladding in its entirety.
 - d) Ongoing works - The donation of 125 litres of deep bronze green, off-road military vehicle paint for the Hall roof has now been delivered. Pauline will write to David Freeman of Mellon Charles to express our gratitude for his generosity. The painting will be undertaken as soon as is practicable.
Internally, a grand job on painting the walls and steel supports of the main Hall has been undertaken by Colin, Chris, Matt and James, and it is looking very smart. Kerry Ann and Pauline have completed other desirable painting of walls and windows throughout the Crow's Nest sections.
Given the underspend on the external painting budget, Don will be asked to quote for painting of the main Hall ceiling, if he is willing and able. We have been offered the loan, at no cost, of a suitable scaffold tower. The job will have to be programmed in, as it will necessitate the closure of the Hall for 1-2 weeks.
Myles has PAT-tested various additional electrical appliances, including the donated PA system.
Curtain making is underway: material (mid-navy) has been selected and purchased and fire-resistant blackout lining (mid-grey) is on order.
 - e) Other Hall expenditure - A portable hoover has been purchased, to be based upstairs. Stair treads have been bought for all three staircases, as have lockable castors for the bar, a microphone for the PA system and brackets for picture hanging.
Jen offered to research and cost rechargeable table lamps (12) that could be used for events.

- f) Alcohol licenses & operational checks - Highland Council has processed our application for an Occasional Licence for the Wedding Tea event on 20 September, with the usual conditions with respect to Age Verification and display of notices. Jean has incorporated these into the Risk Assessment. As Heather now has a Personal Licence, she will be the nominated person for the occasion. One of the helpers on the day has First Aid qualifications.
A practice Fire Drill was successfully undertaken during the Badminton session on 21 August.
- g) IT and media - Given the various events planned for the Hall over the next few weeks, as well as the PA system donation and painting activities, there is plenty of material for Facebook. Jen has introduced a monthly bookings Calendar.
Amelia has prepared a poster as a 'heads-up' for the Christmas Family Ceilidh, which she will forward to Jen.
- h) Fundraising - Heather and / or Colin will check with Aultbea Hotel as to the stock of T-shirts / tote bags they hold, and any monies to be paid over.
- i) Future events -
West Fest, 13 September: Kerry Ann has had considerable communication with the organiser. She and Colin are helping with the setting up. Pauline is hoping to meet one of the West Coast Arts committee to discuss future use of the Hall for their performances.
Wedding Tea, 20 September: Heather and Jen are busy preparing for this.
Table-top Sale: 21 tables have been booked - some are being borrowed from other venues. The pop-up café, to be run by Bualnaluib School, will be upstairs.
Family Ceilidh: this is confirmed for 20 December. Amelia and Mel have the planning well underway.
Hogmanay 31 December: The Hall is booked for a family disco from 3-5pm.
The deadline for the Occasional Licence application for the evening event is 26 November. We need to consider if there are likely to be other happenings during the same period which could be covered by the licence application. Heather would appreciate offers of volunteer help.
- j) Community engagement / use of Hall - The School is intending to start afternoon use of the Hall from 22 September, though final details are still to be confirmed.
Paul of Sing Loch Ewe has installed three clip frames in the Crow's Nest, for which we are grateful. The Monday Art Group are using two currently to display their work, and Sing Loch Ewe makes good use of the middle frame during their practices.
Kerry Ann is hoping to arrange a children's Hallowe'en activity on Friday 24 October.
In response to an enquiry, it was agreed that only service dogs would be admitted to public events inside the Hall.
- k) PVG - Jean will make enquiries as to the possibility of one or two committee members / volunteers being registered under our charity organisation (at no cost?) which would be very useful for those events / activities involving children, including seasonal parties and Babies to Bairns sessions.
- l) Procurement - Given the much lower annual charge for two visits, we will contract with Logic Alarms for fire alarm checks and maintenance from February of next year.
Highland Alarms have arranged a second safety check for 17 September.
Pauline has submitted the application form for a cash (not credit) account with MacGregors, which is going through their processes.

IV. Any Other Business

- Kerry Ann, with help offered by Mel, will compile an inventory of all furniture and equipment available, and the location, to add to the bookings tab on the website.
- Mel requested that the committee consider purchasing a clock for the Hall. This was agreed and expedited immediately!
- Mel also proposed that there be a noticeboard downstairs so that photos of activities could be displayed. A suitable site was identified after the meeting, and Colin will arrange for the board to be installed.
- Aultbea Stores have donated two large cash trays, which will be useful for the bar.

The **next Committee meeting** will be on Tuesday, 14 October.

There being no other business, the meeting ended at 20.20 hrs.