

EDDLESTON VILLAGE HALL MANAGEMENT COMMITTEE

Minutes of meeting held on the 26th February, 2008

Attendees: Robbie Smith (Chair), Emma Billett, Janette Dunlop, Fiona Holmes, Kevin Holmes, Sylvia McKinlay, Billy Nicholson, Margot Porter, Jean Robertson, Robbie Smith.

Apologies: Tom Anderson, Diane Churnside, Rosemary Cowie, Kathy Greenwood, James Taylor, Stuart Walker, Vivienne Wilmot.

MINUTES

1) Previous Minutes

Accepted.

2) Car Park/Bins

No update. **MP will chase SBCC regarding this.**

3) Major Private Donation

SW has established that the new donation will be a corporate donation and will be £5,000 including the Gift Aid proportion.

In light of this information, KH has submitted the Gift Aid application, to the value of £1621.79 to HMRC.

KH to write to donors to update on progress.

4) Cleaning & Maintenance

The tap in the disabled toilet leaks and needs looking at. SW to ask Eddie Fraser to put trace heating on the pipes in the disabled toilet so the heating can be turned down/off.

5) Private Parties

KH presented draft of the agreement to be used for private party hires.

All to provide feedback/suggestions.

6) Extension of the Hall

The extension is now expected to be complete by Mid – End May 2008.

The final cost is expected to rise by £6,500 due to changes in scope, e.g. fire alarms. We have £1,700 in contingency, so this will use up the newly committed donation.

The decision was taken to use tiles in the kitchens for aesthetic and cost reasons.

Mr. Weeks has given permission for the trees on his land that overhang the roof of the extension to be cut back. **RS to contact Ted Radford to arrange.**

A full cost reconciliation has been requested from Camerons.

The question of how to access the stored benches and trellis tables was raised.

KH to write to Mr. Reid and see if he can store the trellises and benches and release them to the hall as required (once or twice a year).

RS will bring cooker brochures and price lists to next meeting.

7) Fund Raising for Phase III (Heating and Insulation)

The AFA request was resubmitted and they look like responding positively to our request to the tune of £10,000.

Landfill have committed £13,000,

If the funding is approved as expected, work on the heating and insulation will be performed during the schools' Summer holiday, so the hall will be closed for the month of July.

8) Fund Raising Events

Treasure Hunt – 19th April:

Ducks and sheets ordered and sheets being distributed.

SW to organise flyers and get “treasure”. JD/FH to chase.

RS to organise the treasure hunt.

SW to speak to Becky Graham's mother to see if she wants to run an organic meat stall.

Nursery will run an Easter version of the “spot the ball” competition they did at the Christmas Fayre.

FH to ask Mandy Blaik if she wants to run a card stall.

SW to speak to Ian Rose to ask for a raffle prize.

On the day, the hall will be open for set up at 12:00.

Treasure Hunt at 13:00

Duck race at 14:00.

Tea/Coffee will be served from 14:00 – 15:30.

There will be a checkpoint meeting on Tuesday 15th April at 19:30

9) Contact Details

KH to obtain Diane Churnside's e-mail details for circulation of minutes.

10) Funding

JR suggested that we considered "Peoples Millions" as a fundraising route. The Committee agreed to proceed with the first phase of the application. The deadline is 15th May. JR also suggested we enter the Scottish Borders Awards 2008 under the category of Best Community Project.

11) Hall Cleaning

FH advised that the cleaner has resigned and will finish at the end of June, but she has found her own replacement. The committee agreed in principle to the replacement, subject to one of the Trustees meeting with them and giving final approval.

FH/KH to meet with recommended replacement cleaner.

The next meeting was scheduled for Tuesday 20th May, 2008 at 19:30.

Agenda will be:

- **Previous Minutes**
- **Matters arising**
- **Progress reports**
 - **Extension**
 - **Funding for Phase 3**
- **OOSC issues**
 - **Storage for outdoor toys**
 - **Ramsay ladder**
 - **Cooker Money**
- **Fundraising**
- **AOB**

The meeting closed at 20:25.