

Minutes of a meeting of Seil Island Community Charity in Seil Island Hall on Sunday, 2nd December, 2007 at 1900 hours

Present: Ian McColl, Graham Campbell, Jan Whitehead, Seamus Anderson, Mary Sandilands, Ann Cunningham, Sheila Mitchell, Iain Fullarton and John Gordon.

Apologies: Irene Breslin, Betty Haran, Mike Shaw and Brian Mitchell.

Minutes of the meeting of 5th November, 2007 proposed by Mary Sandilands and seconded by Seamus Anderson

Matters arising

All November £10 lottery winners donated their prizes

Finance

Bank balances as at 29 November, 2007

Development Account balance: £55,916.07

Running Account balance: £2,167.89

Two more grants have now been received from AIE

The St Andrews Night Ceilidh grossed £464.00

The Oban Times feature cost £440.63 – full page spread

Lottery

£50.00 prize won by Ron Hetherington

£10 – George Hannah

£10 – Lisa Robinson

£10 – Alan MacAskill

Bookings

Normal weekly and monthly bookings

Mary Sandilands enquired whether main Hall available, the evening of 27 December.

Bowls will be asked if they are using the Hall that evening.

Jan Whitehead advised that Community Education Classes are not due to start until February. At the moment the subjects are Digital Photography on a Thursday afternoon and Spanish during Wednesday evenings.

The Mothers and Toddlers group will start on Monday afternoons after Christmas.

New Hall Project

John Gordon brought the committee up to date as follows:

The hall is operating a Temporary Occupation Certificate from Building Control.

They carried out a further inspection of the Hall on 28 November, 2007. The report is awaited.

Ronnie Neil, the architect has issued a Certificate of Practical Completion. This means that Jan Whitehead is able to apply to the Foundation of the Arts for £11,000 and gift aid can be applied for.

Jan has sent a copy of this certificate to the Big Lottery and AIE

The Big Lottery will not be retaining balance outstanding but will be remitting the sum soon.

The Open Day for the primary school was held on 19th November and the Oban Times was in attendance.

- Electricity – programmed storage heating and water heating 0300 to 0600 hours. John Gordon may cut it down at weekends
- Fire safety – Craignish hall sent their documentation and Brian Mitchell produced required documentation for Seil Island Hall. John Ferris prepared a risk assessment. John Gordon and Brian Mitchell tested all fire alarms and started log books. Apparatus is to be checked weekly. John Gordon, Ann Cunningham and Brian Mitchell will be available to instruct new Hall users about fire safety requirements.
- External sign – Jimmy Robertson will erect.
- The Young Folks events – the afternoon one for younger children went very well. The sound insulation was excellent! The later event for older children was enjoyed by all. Jan Whitehead is awaiting feedback from Nick Wesley. Another event is to be held within three months. A young person is to be nominated to attend Hall committee meetings.
- Kitchen/Hall Cleaning - Mary Sandilands and Daphne Allan set up kitchen.
- Surgery has donated much of the cleaning materials. The cleaning material/equipment cupboard will have to be kept locked. Daphne Allan will be away for three months. Clubs and Hall Committee will have to keep Hall clean in the interim until another cleaner can be found.
- Hall keys- ten keys at £10 each purchased. These have been issued to regular weekly users. Booking person organises key/health and safety for private functions. John Gordon proposed that one of the dog walkers of Ellenabeich might be issued with a key in case lights left on. It was agreed that an open access key might compromise security.
- Disabled and gents toilet light switches are very sensitive to vibration – John Gordon trying to adjust it
- Induction Loop – George Hannah will supply one amplifier
- Stage lighting/speakers – John Gordon has e mailed Graham Hendry
- Hall Insurance – payment of extra premium has resulted in following cover:: £750K rebuild; £15K contents; £10K theft; £10m employers liability and £2.5m public liability.
- Mike Shaw has written to Bowls and Sports Club confirming their contents are no longer insured by Hall
- Rateable Value £12,100.00 and Rates exemption applied for
- BT Phone– On completion of the contract TSL informed BT and requested that the hall resume the account in its name. John Gordon has been unable get any sensible solutions from BT call centre ending up with a level (access system a new account number and various contradictory bills. He wrote letters of complaint on 12.11.07 and again on 23.11.07 but has not had a reply.
- Hydro Board will install transformer and three phase supply. All will be fitted, without further charge to the Hall. The job may be done by Christmas.
- Wall decorations – Gustall Brunner has offered to provide photographs for display.
- TSL supplied a Health and safety Manual and Oban Electrics and folder with information on all the electrical fittings. All the snags have been attended to except for the bay changing unit and the toilet roll holder for the disabled toilets. Both are on order

- Kitchen cupboards – Mary Sandilands asked whether locks to be fitted. WRI would like a lockable cupboard. John Gordon said that storage space was half of what was available in Old Hall. Allocation of cupboards would be finalised after the AGM
- Kitchen cooker – Graham Bruce will be donating the cooker soon. He will also test and install the kitchen heater above the door.
- Fridge – George Hannah has donated small fridge
- Pedal bins and other utensils have been ordered for kitchen.
- Dustbin recycling bins – John Gordon suggested these would be useful for separating bottles, cans etc after functions
- Grounds have still to be tidied up and stones more evenly spread. Grass seed is required for bunds.
- Cleaner's cupboard – shelves to be fitted
- Entrance foyer – fit shelf for visitors book, and telephone directory near payphone
- Attic – huge storage capacity – hatch very small – needs to be enlarged
- Old Hall notice board being refurbished by Ross Angel
- A vacuum cleaner has been purchased
- Occasional Liquor Licences – Stricter regulatory regime from 1.4.08 – John Gordon is to seek advice from other Halls.
- Hall Acoustics There is a serious problem caused by a prolonged echo. Artists at St Andrews Night Ceildh were unable to hear one another playing. Consequently, they do not know if they are playing at the same tempo. In the first instance Hall will approach architect for advice.
 - AGM 21.1.07 – Posters to be put up in Shop and Hall Notice board, two weeks prior. The time will be 2000 hours in Small Hall. Clubs will be contacted to remind them to nominate club representatives.
 - Official opening ceremony, Friday, 18th January, 2008- The opening will be at 1400 hours and prior to that between 1230 and 14.00 there will be a finger buffet.
 - Jan Whitehead read out a list of guests, which the development committee recommends be invited. It totals 92 people at the moment and includes councillors, grant providers, business folk, and local residents. All the folk invited have had some input into New Hall. The committee agreed the list. Jan Whitehead will print the invitations.
Military presence – To celebrate the military connection Mary Sandilands has arranged for the Territorial Army to attend.
 - Mike Shaw will be invited to open the Hall.
 - A plaque of engraved slate will be located inside the Hall
 - The School Choir will sing.

Any Other Business:

Gaps in the main Hall floor may be due to the drying out process. They are spreading and appear to be about three millimetres wide. Brian Mitchell has e mailed the architect and John Gordon will take some photographs.

The New Year Dance will be on 2nd January, 2008.

The next Hall Meeting will be on Sunday, 6th January 2008 at 1900 hours