

# SEIL ISLAND COMMUNITY HALL CHARITY

## Minutes of monthly meeting

Sunday 5<sup>th</sup> April 2009

**Present:-** John Gordon, Brian Mitchell, Mary Norris, Graham Campbell, Lisa Robinson, Richard Wesley, Wendy Dugdale, Seamus Anderson, Ian MacColl, Janice Mitchell, Dave Collyer, Janice Stewart & Julie Ferris

**Apologies:** John Ferris, Sue Croft, Jim Watson, Ken & Pat Jones

It was pointed out that those members of the public who are not committee members do not need to be included in the apologies list.

### Minutes of the Committee Meeting held on 1<sup>st</sup> March 2009

Following some amendments the minutes were approved as a correct record and were proposed by Mary Norris and seconded by Janice Stewart.

### Finance

Development account: There were no transactions on the account, so the balance remained unchanged at £23,034.70 at 31<sup>st</sup> March 2009.

Running Account: Rental income amounted to £359, Electricity £27, Monthly Lottery £708 & Donations £22. Expenditure included, Lottery £30, Cleaning & Materials £63.17, Kitchen £44.09 Telephone Table £34.26 & \* Insurance £1609.41. The balance at 31<sup>st</sup> March 2009 was £5560.66

Halifax Guaranteed Reserve account maturing on 5 August 2009 amounts to £5126.69

\* The contents insurance has been increased to £32,000. Graham Campbell requested that the Bowls equipment might be included and it was also thought it may be prudent to add the Sports Club Marquee. Once John Gordon has an estimate of the value of the marquee he will request a quote from the insurers.

### Lottery

£75	164	Sheila Downie
£10	185	Barbara Nathan
£10	76	Mary Sandilands
£10	160	Duar Fleming

## **Bookings**

Weekly

Monday – Guides, Bowls

Wednesday – Lunch Club, Badminton

Thursday – Beavers, Cubs, Rainbows, Brownies

Art Classes continuing on Thursday afternoon until Thursday April 30<sup>th</sup> 2009.

Bowls finishes w/e 10th April 2009.

Tuesday 7th April - “Pampered Chef” - SWRI @ 1930 hrs

Tuesday 14<sup>th</sup> April - “Seabirds and Mink” – Clive Craik – Natural History Group @ 1930 hrs

Wednesday 15<sup>th</sup> April – Beechgrove Garden Project – Public Meeting @ 1900 hrs

Friday 24<sup>th</sup> April - Passover Meal

Monday 20<sup>th</sup> April - “Kundalini Yoga” - new class 20:00 - 21:00 hours - with Max Scott.

Saturday 25<sup>th</sup> April - Guides fundraising ‘Island Café’

Tables are booked for May 1<sup>st</sup> 2009

## **Adult Education**

Ten people have shown an interest in attending Spanish Classes, which should be enough to start lessons. It was proposed to commence on 21<sup>st</sup> April 2009 between 1630 – 1830 hrs. Brian will contact Community Regeneration

## **Projects**

Car Park Lighting – Jim Watson has bought a light and it should be fitted shortly.

## **Play Area**

Kim Roswell, Wendy Dugdale and Brian Mitchell attended a meeting with a rep from Caledonian and Kim, Mary Norris and Fiona MacLarty met with an agent representing several companies. Both will provide estimates and possible lay-outs. It was felt an estimate by Caledonian of £20,000 for a wet pour rubber surface was expensive and that the Russell Leisure proposals were more appropriate. A decision has yet to be made. Richard Wesley will attend a funding seminar run by Lloyds TSB Bank on Wednesday 8<sup>th</sup> April 2009 in Oban.

## **Grounds**

Lisa Robinson, Kim Rowswell and Richard Wesley held a meeting on 26<sup>th</sup> March 2009 with Lynn Harris, the Beechgrove Garden Designer. We put forward our proposals for the Wildlife Garden, path to the picnic area and planting of the bunds and she added further ideas including a decking area by the hall. She will return on Wednesday 8<sup>th</sup> April 2009 to discuss her design, with a work schedule and a materials list.

## **Grounds Cont'd**

Lisa reported that the pre-filming for the Beechgrove Garden project had taken place on Wednesday 1<sup>st</sup> April 2009 and that work was able to start that evening. Julian Taylor from Ardencaple had kindly loaned us a mini-digger and a driver in Carl Banner. On Thursday the area between the wildlife garden and the fire brigade hut was cleared and levelled and the new footpath was prepared. On Friday the bund was levelled and prepared for planting. A newsletter is to be produced and distributed to every house on Seil explaining the project and looking for assistance and donations. A public meeting will be held on Wednesday 15<sup>th</sup> April at 1900 hours to raise awareness of the project and to look for community involvement.

## **Snagging - Septic Tank etc.**

Brian has spoken to Ronnie Neil. He advises that as the tank is not causing us any problems we let events take their course. TSL will be keen to get the work done so that the retention can be paid.

It was agreed that TSL be asked not to start work on the Septic Tank repairs until the Beechgrove Garden Project is complete. It was thought a suitable date to commence these works would be after Monday 29<sup>th</sup> June 2009.

## **Sound and Light System**

John Gordon reported that the systems were now working satisfactorily apart from one issue that required resolving. All that remains is for training to take place for both these systems.

## **Sports Club Dissolution and Hall Committee**

Following the Sports Club AGM on Sunday 22<sup>nd</sup> March 2009 it was reported that there was general approval of the draft proposal but that there are still some detailed issues to be sorted out. Brian suggested that the onus is on the Sports Club to say what it wants to do and this was agreed.

## **Risk Assessment/P.A.T. Testing**

Julie Ferris reported that John Ferris and Jim Watson had finished the Risk Assessment on Thursday 19<sup>th</sup> March 2009 with all the recommendations completed satisfactorily. A separate risk assessment for sleepovers was handed to Mary Norris. The emergency lights were tested and lasted well, for four hours. All that remains is for Fire Training to take place with Graham Bruce and representatives of the groups that use the hall. The risk assessment will be reviewed annually and the fire alarms tested weekly.

## **Chairs**

Brian had written to the supply company regarding the chairs which had been supplied without arms but had not received a response. It was felt that this was not acceptable and that he contact trading standards for assistance in pursuing this further..

## **Outside Events**

Janice Mitchell reported that Stephen Arnold had expressed an interest in helping with musical events and that he had several contacts in Glasgow. He advised it would be important to consider carefully the funding of these programmes and to be aware of the financial pitfalls. In the meantime Janice and Mary are meeting with Fiona Blakey on Monday 6 April.

## **Other Business**

Jim Watson is still looking for reasonably priced tea pots.  
Suitable towel rail has been purchased. Has to be put up.  
Janice Mitchell has purchased pans and they are in the kitchen.  
Establish correct contents of the first aid kit – continued - Lisa  
Purchase of local phone directory for foyer – continued - Brian  
Pat Jones has purchased an IKEA telephone table for the foyer. Awaiting assembly.  
Main hall floor – continued.  
Creating storage space in loft - continued  
Shelving committee cupboards in the small hall – continued.

Julie Ferris produced a catalogue showing a suitable lockable fire proof notice board with sliding doors. Measuring 951mm x 1115mm this notice board costs £223.77. It was agreed this would be purchased and erected in the foyer, with the one presently in the foyer being moved into the small hall.

The leaflet produced by the Heritage Centre is now out and apart from some reservations it was considered to be excellent.

Richard Wesley reported that the Hall Booking information was posted on the Seil Island website on time for the beginning of the month and that the Hall News will be posted as soon as possible. Alternatives to this method were discussed including increasing the size of the Seileachan and publishing monthly, but it was felt that we would continue with Seil Online for the time being. John Gordon will send a PDF of the approved March minutes when available.

Mary is to investigate the potential for putting up more hooks in the toilets and it was agreed with John Ferris that a further three hooks could be sited in the meter area next to the main hall for use by people working in the kitchen.

A sample of the notice for the car park was produced with the wording 'Seil Island Hall, Strictly No Overnight Parking or Camping'. It was agreed that this would be suitable. John will ask Nick to purchase.

## **Other Business Cont'd**

Brian suggested purchasing two A-boards (A1 size) to advertise events at the hall. This was agreed in principle but the ones in the catalogue are not quite suitable. It was thought they could be made locally. John suggested laminating sheets which could be attached to the boards..

## **AOCB**

Brian reported that the Big Lottery has accepted our Final Report and Annual Accounts. As the Big Lottery retains an interest in the building the grant will be subject to asset monitoring events in 2010, 2012 and 2017. This is to ensure that the building continues to be used for the purposes for which the grant was awarded. He also reported that coinciding with the 2014 Glasgow Commonwealth Games a new fund called the 2014 Communities Scheme has been established. This is targeted at getting more girls, women, disabled people, and older people to take part in sport or physical activity. It will see grants of between £300 and £1000 awarded and may cover some things the hall is involved in. Funding will also go to projects which boost volunteering and use sport as a way of uniting communities.

With the Big Lottery accepting the final report and accounts a big thank you must go to Jan Whitehead for all her hard work.

Jim Cunningham has asked the hall committee if it would be possible to change the date of our meetings to the end of the month rather than the beginning to make them fit in better with Community Council meetings and hence compilation of the Seilachan. The committee agreed to trial this for 3 meetings moving the next meeting to the end of April.

## **Date and Time of Next Meeting**

Janice Mitchell offered to take the minutes of the next meeting which will be held on Sunday 26th April 2009 at 1900 hrs.