

Minutes of a meeting of Seil Community Hall Charity held on Tuesday, 22 October, 2007 at Kilbrandon House.

Present: Richard Allan, Iain Fullarton, John Gordon, Betty Haran, Mary Norris, Ken Jones, Irene Breslin, Mike Shaw, Graham Campbell, Danny Nee, Brian Mitchell, Mary Sandilands, Seamus Anderson, Jan Whitehead, Ann Cunningham, Sheila Mitchell and Nick Wesley.

Purpose of the Meeting: Mike Shaw, Chairman called this special meeting because the Hall is due to be handed over next week and a number of decisions need to be made to ensure the special events are properly organised and initial Hall operations run smoothly.

New Hall Project:

Mike Shaw reported that Hall is complete apart from one problem which he will outline later. Though details of costs to date are not available the fact that £3,000 has been received from the Sports Foundation and £2,000 from an anonymous donor will help. Before AIE will pay the last grant the final bill will have to be produced. The architect and quantity surveyor have agreed to freeze their fees until the grant is received.

The outstanding problem with the Hall is that there is an inadequate supply of electricity. The discovery that there is not a 3 phase transformer to take the planned 3 phase supply has meant that a short term arrangement has had to be implemented. The Hydro Board have undertaken to supply 2 x 100 amp fuses which will cope fine as long as the storage heaters and other Hall heaters are not used at the same time.

The Hydro Board require six weeks notice and £4,000 before installing a new transformer. Mike Shaw stated that the development committee felt the cost aspect was negotiable since the Hydro Board had assured the Hall that the existing transformer was sufficient before the contractor discovered it was not.

Fire Risk Assessment and Fire Extinguishers

Brian Mitchell is manfully trying to prepare this at the moment. However, both Ken Jones and Nick Wesley highlighted the need to produce the Evacuation procedures and floor plan before anyone uses the Hall. The Club representatives will need to be briefed at their open event. Nick will e mail a copy of his building's plan and Ken will liaise with Brian according to his own experience.

The fire extinguishers has been received and will be fitted by 30/10/07. Doctor Hannah will donate a commercial first aid kit.

External Sign and Internal Notices

Nick Wesley will contact Rossiter Angel of Balvicar who produces carved wood signs to look at old Hall floor boards to see if he can make an outside sign out of them. Brian Mitchell reports that the fixing of internal signs (fire notices etc) is in hand.

Young Folks Event on Saturday, 17 November

There will be two separate sessions for the two age groups. The first one will be from 1600 -1800 and the second from 2000-2200 hours.

The older age group will have

- Karaoke Machine
- Nintendo Projector
- Giant Jenga? (blocks of wood)
- Have a go cooking sessions (Sheila Lawson)
- T shirt painting
- Face painting
- Beauty makeover
- Tuck shop
- Chocolate Fountain
- Transfer Tattoos
- Disco for younger children
- Local band (perhaps)
- Beauty Therapy service
- Pool Table on Loan from Easdale Island Hall if we can uplift
- Two table tennis tables available
- Popcorn/smoothies
- Firework display at the end – Fire Brigade in attendance

Nick emphasises that there will be a high degree of parental supervision and floor covering will be laid to avoid any mess.

The idea is to find out from the children during the events what they want to use the Hall for and to establish a code of conduct.

Senior Citizens Function – Tuesday, 13 November at 1530 hours

All committee members to invite any neighbours they know who might be interested. Catering will be organised at the next committee meeting. Richard Allan volunteered to produce and locate posters.

Mike Shaw volunteered his telephone number to co-ordinate any senior citizen requests for transport. Lottery Census forms will be available for both events.

Imminent arrival of 40 tons of gravel for spreading on car park

Mike Shaw, Mary Sandilands and Graham Campbell volunteered to cover arrival of Ennstone Thistle in order to ask driver to deposit four strategically placed piles. Then volunteers will be organised to spread over the whole park to a depth of two inches.

School Visit to Hall on Monday morning, 5th November

Betty Haran, Mary Sandilands and Irene Breslin will attend. Nick Wesley will come along to promote the Young Folk's event. Jim Cunningham was volunteered to take photographs.

Stock for storage cleaning cupboard

Mary Sandilands reported that Daphne Allan will be borrowing her Dyson vacuum cleaner to begin with. Daphne will consult the surgery regarding cleaning stock etc subject to budget. For a short while she will be using her own cleaning stuff.

Hall keys – administration and security

The contractor will supply three keys for every door. It was agreed the old system of handing on a hook outside a neighbouring house will no longer do.

John Gordon suggested a key pad system. Nick Wesley and Ken Jones advised that from their experience youngsters get to know the number and it was open to abuse. In the long term it was agreed that the clubs would pay for their own key. Meanwhile, five keys for main door will be ordered

As far as the internal cupboards are concerned some clubs will want one to store equipment. It is hoped to arrange some sort of master key to open the particular cupboard and main door in the long term. Ronnie Neil will be consulted.

Club Representatives event - Friday, 9th November, 2007

John Gordon and Brian Mitchell will attend. Intention is to provide some sort of training in health and safety issues so that they can cascade to their members.

Delivery of Hall Staging

Jan Whitehead reported that delivery is due on 16th November so someone will need to be in attendance.

Coat Hooks of Old Hall and Outside Lighting

John Gordon that has rescued the coat hooks and once they have been tidied up hopes to find a place for them in Hall.

John reckons there is a need for more outside lighting. The lights at the front doors will have sensors. The two lights will be sited at Sports Store entrance and at the kitchen door beside the small Hall. Stock of mushroom solar lights will also be sited strategically.

St Andrews Night Ceilidh on 30 November

Graham Campbell noted names of committee members willing to donate food and raffle prizes.

Hall Bookings

Spaces are filling up. Several Adult Education classes including language and photography are on offer. A Natural History Group has been formed.

Use of Hall Cupboards

John Gordon that the four main ones be allocated to Hall for the following uses:

1. Hall records;
2. Bar Stock;
3. Amplifiers and electrical equipment;
4. Spare

It was agreed any allocation of cupboards to clubs would be on a temporary basis. There is also the possibility of using surplus space if any in the Sports store and chair store.

There are so many kitchen units that non kitchen use is feasible. It was confirmed that there will be Hall crockery available for users.

Next Meeting :

Monday, 5th November, 2007, at 1900 hours in **Seil Island Hall**.