**Reston Village Hall – Charity Number: SC029434**

**MINUTES OF RESTON VILLAGE HALL MANAGEMENT COMMITTEE MEETING**

 **15/05/2019, 1 pm to 3 pm, Reston Village Hall**

**Management Committee Members –** Denise Crerar-Torr (DCT) Joint Chair; Anne Barrett (AB) Joint Chair; Dave Torr (DT) Treasurer; Julie Gregory (JG) Minutes Secretary; Kelly Mosscrop (KM); Lisa Dundas (LD); Mary Crawford (MC).

**1. Attendance: - Apologies** received from: – **LD** all other committee members present.

**2. Previous minutes: -** 17/04/2019 meeting minutes accepted as accurate.

**Action: -** Minutes (17/04/19) to be put on display inside Village Hall and on village website.

**Who: -JG**

**3. Matters arising from previous minutes (17/04/19).**

**i) Thank You cards: - DCT** has delivered both cards.

**iii) Chair re-upholstery: -** Committee decided to put this on hold.

**iv) Exercise Taster Session: - DCT** will follow this up later in the year (September).

**4. Treasurers Report: - (DT)**

**i) Income and Expenditure as at 17/04/19:** -

**Total Income between 30/04/19 and 10/05/18: -** £10,162.00. This includes £10,000.00 from the Lottery, hall rental of £110 and a £2 donation from books.

**Total Expenditure between 30/04/19 and 10/05/18: -** £249.50.

**Balances Remaining (10th May 2019):** - £12,677.52.

**Ring fenced Funds:** £10,000.00

See attached sheet.

**ii) Up-date on funding bids: -** We have received £10,000.00 from the community Lottery Fund which is to be spent on refurbishing the building but still awaiting a decision from the Drone Hill fund.

**iii) Acquisition of surrounding grass area: -** The lease supplied by SBC suggests that we are already leasing the grassed area up to the play park and between the hall and the pavement, but not the area between the hall and the pathway to the car park. **DT** has had contact with the Scottish Land Registry who is happy to attend a meeting to discuss our option re taking ownership of the land. He will ask them to attend our next meeting.

**5. Hall Refurbishment plans:** - **DT** reported that the £10,000 received from the Lottery Fund is to be spent on refurbishment but there are no other restrictions, it can be used to get the building completely weather proof before next winter and/or on refurbishment of kitchen and toilets. It was decided that plans for the refitting of the kitchen should be finalised after contacting Gwen re what legally need to be included. The committee agreed that the cost of replacing the ceiling lights in the main hall with LED lights (~£350) should be paid out of the general fund. **DT** will contact the electrician.

**6. Big Lunch: - AC** has agreed to come and help (no longer on committee). Invitations – Groups that use the hall to get a group invitation; **JG** to send Rob a poster to go in the Craw; **AB** to put a message on Face book re food allergies; on arrival participants to be asked to indicate contents; **DT** to provide quizzes to go on tables; bunting to be put up in hall. Meet at 9am to prepare hall; **JG** to put an item + picture, in the local paper after the event.

**7. Village Hall AGM feedback: -** Attendance was low but those who did attend gave positive feedback – said they felt they knew what was happening and they liked the quiz.

**8. Under stage clean up: -** This was cancelled as a booking was requested for the time agreed. **AB** reported that no one had contacted her about the stored equipment, as a result the committee decided to sort what is under the stage, sell or donate unwanted items. New date set for sorting Monday 20th May at 10am.

**9. Feedback from Social Events Group meeting: - DCT & JG** gave an outline of what had been said at the Final Social Events Committee meeting. As the group was a subgroup of the Community Council **LI** advised that the group should be wound up rather than amalgamated with the village hall committee and all of its assets belong to the community council. **DCT** stated that some of the assets were donated by the Community Café (wooden eggs and weighted ducks). **LI** restated that all assets should be given back to the Community Council but we could request that we keep some items. The committee agreed that we should ask to keep the fete banner, wooden eggs & weighted ducks (donated by community café), the table cloths and runners, the chair covers and bows (more appropriate to use in the village hall) and the £220 profit from last year’s fete as a float. We would also ask for a loan of the pop-up tents and Coleman shelter. **DCT** pointed out that the plastic boxes, containing the table cloths, belong to her.

**10. Any Other Business: -**

**i) Grant from Confederation of Village Halls: -** **DT** reported that Sharon Ferguson had contacted him to say that we are able to apply for a grant of £1,000 towards running costs again this year. All agreed that he should put in an application.

**ii) Future events:** - The committee discussed the merits of future fund raising events. The following events were agreed: -

Pop-up Pub with Quiz – Saturday 14th September 2019

Harvest Flower Show with competitions – 12th October 2019

Xmas Fair with an external raffle – Saturday 30th November 2019 (**DT** to organise license)

Xmas Band Concert – Sunday 8th December 2019

**iii) 21st Birthday Party: - DT** informed the committee that we have had a booking for a 21st Birthday party on Saturday 21st July. All agreed that they should be given 2 hours clearing up time (free) the following morning.

**iv) Resignation: - DCT** informed Trustees that **AC** had resigned from the committee due to over committing herself but she hoped to return at a later date. All agreed that she should have a hall key.

**11. Date of Next Meeting: -** Wednesday 26th June 2019, 1:00pm to 3:00pm at Reston Village Hall.

Meeting closed at 2:20pm

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_