

Craignure Village Hall and Community Centre
Committee
Minutes of Meeting 15th January 2024

Welcome:- Sue Morrissey(SM) Chair, Glenys Berryman (GB) , Jen Swift (JS) ,Jill Muchall(JM) Minutes , Diana Oldacre (DO) ,Andy Oldacre(AO) .

Apologies:- Karen Adkinson(KA), Fiona Langton (FL) Treasurer

Actions and matters arising from last meeting.

Actions

1 FL & JM to monitor information concerning PRS/PPL

Ongoing

2 PM to report update re meeting with electrician and hall lighting.

Electrician changed to Wicksy as Andy too busy , PM awaiting quotes for the work .

Ongoing

3 SM to liase with PP re modernising legal structure for the future

Ongoing

4 Kitchen refurbishment to remain as ongoing action

Ongoing see item 7 Equipment

5 SM to arrange folder in kitchen for policies

Ongoing

6 SM to produce a list of dates for producers market 2024

Ongoing see item 6 Events

7 SM to report further on Calmac consultation

No response . Action Complete

4 Treasurers report

In FL absence SM reported a balance of £36,282 not including the cafe money £989 and £444 from the Ceilidh.

Total £37,715.

Action

PM suggested moving balance into a savings account with Instant access to get some interest

SM to follow up .

5 Policies

H&S & Fire KA/JS no updates - Ongoing

6 Events

Everyone agreed the feedback from the New year Ceilidh was very positive . Treshnish are available for the Summer Ceilidh but not New Year next year . As Ray Canham is moving we would need to find another DJ for the Halloween party .

Action

PM to research bands for New year Ceilidh and DJ for Halloween disco .

Easter egg hunt for children ? in children's play park at Craignure on the day of the 1st producers market 31/3/24 .

Action

JM to liaise with Annie Hickson , as AH has previous experience .

Potato Day /Plant swop

Liz Gibson has arranged a potato day on 2/3/24 .

Plant swop day to be arranged as difficult to monitor monies due from people doing the plant swop if on the same day as the potatoes.

Action

Plant swop day to be arranged .

Functions

Price List

Weddings are £500 for Islanders and £700 for visitors as previously discussed .

It was decided for functions to charge £12 per hour until 7pm and £25 per hour from 7pm until 12midnight. This is due to the extra cleaning required when alcohol and food are involved.

Functions with catering requiring an oven will be charged an extra £30 fixed fee for the use of the kitchen / oven

Future Events

Pupils leaving do from Tobermory High school .

Action

PM to update bookings and AO to update website .

Function requirements for PEL - if required for private functions ?

Action

JM to follow up

AGM

Date arranged for 24/3/24 at 1pm

Action

SM will advertise R & A , Facebook etc .

Media Promotion

SM reported that Craignure Village Hall needs more exposure across social media , Instagram etc - also help with co-op funding .

Also promote the Winter Cafe in R & A.

Action

SM & JS to look into

2024 dates for PM and YPM -

Action

SM actioning the PM and YPM ongoing after discussion by SM with parents and YP for dates.

Recruitment - Committee and Cafe - more members are needed for the committee and more bakers are needed for the cafe to take the pressure off the current bakers .

Action

All committee members are going to try and encourage more people to be involved either by joining the committee or baking for the cafe .

7 Equipment

Kitchen refurbishment- no update

Action

ongoing

Cooker - It was discussed and unanimously decided to buy a cooker asap - research has been done on cooker in Dervaig village Hall and it was decided to proceed ahead and purchase the same model.

Also funding available for fridges and it was agreed that these would be bought at same time .

Action

JS to order .

Defibrillator

It was reported by SM that only defib in Craignure is in Calmac offices given the numbers of people using the cafe, campsite and exercise classes it was thought a defib in the Hall would be useful .

Action

SM to enquire re defib and potential grant available from Moray Finch .

8 Cafe.

Winter cafe update - raised £1360 to date after expenses. It was reported that more bakers are required to take the pressure off current bakers so that when people are having a week off the cafe they don't need to bake which is currently not happening .

Action

Everyone to try and get more bakers on board

Summer cafe plans

It was discussed to start on 1/4/24 Mondays & Tuesdays 2-4pm

Actions

SM to update R&A. AO will do a poster . PM & JS to action banners

9 Funding

COOP update , £131 to date and a current £1000 available from coop .
If media promotion on Instagram , possibility of reaching visitors off island .
Currently problems with this , as people having difficulty choosing Craignure Village Hall if not their local cause but Coop looking into this.
Poster also needed but coop will help with this .

Funding options - currently on hold for the kitchen just now . Other funding available Vibrant & Living spaces grant from Argyll & Bute Council ? lighting, heating roof repairs etc .

Action

JS, GB KA & JM to follow up

10 IOMWT

Currently pay £900 per year for 24hr access to 1 room and use of 2nd room for 3hrs per week and extra 3 hours once a month .
Current income for 1 room for gardening club for 3 hrs a week is £200 for 10 weeks.
If IOMWT were paying only for the hours they use the rent would be £1800 at hrly rate this does not include 24 access.
It was agreed to put forward the suggestion of £900 for 24hr access for 1 room per year and £12 an hour for the second room when it is required.
It was noted that last week the 2nd room was left with dirty tables and sawdust on floor prior to being used by IOMWT the day before .

Action

SM will arrange to speak to IOMWT re new rent proposals and PM will clean the 2nd room thoroughly and if occurs again committee to discuss with IOMWT .

11 Caretakers & maintenance report

Roof still leaking but it will be March before anyone able to go safely on the roof again. Tiles may need to be removed to look at the flashing but there are spare tiles to enable this to go ahead if they need replaced.
New contract from ABC to empty the bins £533 was the cost to purchase new bins . No glass bins they will be taken care of in-house .

Wicksy is new electrician as Andy very busy awaiting a quote for heater in 2nd room , uplighter , floodlights , plug sockets .

Action

PM to liaise with Wicksy .

12 AOB -

Kitchen deep clean

It was agreed this would take place on Wed 17 Jan at 10am .

Action

by all committee members

13. **Date of next meeting** Monday 11th March at 2pm .

Actions

FL & JM to continue monitoring information concerning PRS/PPL licences.

PM to liaise with Wicksy electrician and update

SM to liaise with PP re modernising legal structure for the future.

Kitchen refurbishment to remain as an ongoing action FL, JS, DO & KA to liaise with kitchen fitter .

SM to arrange folder in kitchen for policies

SM to arrange YPM dates after consultation with YP and parents

SM to follow up on possible Interest generating accounts for the Hall funds .

PM to research Band for New year Ceilidh and DJ for Halloween party

JM to liaise with AH re children's egg hunt

Plant swop day to be arranged

New function prices to be updated by PM at booking and AO on website

JM to find out about PEL requirements for private functions

SM to advertise AGM in R & A and Facebook

JS & SM to look into media promotion for Craignure Hall (Instagram)

All committee members to try recruit new committee members and bakers for cafe

JS to order cooker & fridges

SM to enquire about defibrillator and possible grant

Summer cafe SM to contact R & A , PM, JS to obtain banners . AO to do poster
Funding - JS, GB , JM , KA to follow up Vibrant & Living Spaces Grant application

IOMWT - SM will discuss new rent proposals .

Pm will deep clean 2nd committee room after it was dirty and saw dust on floor and monitor
after use by IOMWT .

Kitchen Deep Clean - All committee members