

# Howgate Village Hall Association Meeting

18<sup>th</sup> April 2016

## Attendees

Sue Gracie (Chair), Alan Burnett (Treasurer), Tom Schofield, Irene McConnell, Sarah Waddell, Shirley Murray, Stephen Beaumont, James Garry, Pat Gordon, Karen Bennett

## Apologies

Jan Stuart, Sarah King, Pauli Holmes, Rosemary Marwick, Sheena Dawe, Nicola Taylor

### 1. Previous minutes

The minutes from our March meeting were approved

### 2. Matters Arising

#### - Portacabins

Susan has received a £700 quote from someone local, as well as one from Daltons £4,800 (plus £150 if we require confirmation of no asbestos).

Shirley said she would ask Tony Mallard if he had noticed asbestos.

Sue to go back to company providing £700 quote.

#### - Hall electrics and leak in kitchen

Sheena sent the group an email in advance of our meeting outlining works to be carried out in hall walkthrough area and repairs to ensure drainage for kitchen is sorted for long term. The quote is for £1372 from Watson and Lyall.

Sue to ask Sheena for clarification on what the Kirk think the arrangement should be in terms of Kirk/HVHA payment towards the works.

#### - Funding for kitchen refurb

To be carried forward from last month.

#### - New Laptop

Karen has ordered the new laptop – Microsoft Publisher to be installed and invoicing for laptop and software to be sent to Alan for payment.

#### - Maintenance rota

Sue to ask Pauli to resend the Maintenance and Repairs document. Discussed potential for a Caretakers role since the demands of hall maintenance are becoming too onerous for any one person in the Committee to take on. The hall booking has already been handed over from Sarah to Shirley, however there are several other areas

that Sarah has had to assist with in the absence of a caretaker – namely boiler problems, as well as other general maintenance matters which had been passed directly to her as hall booker.

The committee discussed asking Tony Mallard to consider taking on a Caretaker role and everyone felt that to have Tony on board would be a very positive move. Shirley will pull together a proposal for Tony listing all jobs we could think of that the role might involve. £20 an hour was agreed as a reasonable sum for payment for this type of role.

In respect of monies received for regular clubs' hall bookings, it was agreed that they could pay directly into the HVHA account. Alan will reconcile via monthly statements as usual. Other option is for clubs to put money through Sue's door and Sue to pass on to Alan.

### **3. Treasurer's report**

£18,600 in bank.

### **4. Hall report**

Pat's guitar night was very successful raising over £300 for HVHA.  
The Art Club will have their annual event in May and there is also a Pub Quiz.

### **5. Repairs and maintenance**

Already discussed under 'Maintenance Rota' above

### **6. Neighbourhood plan/recreational space**

Karen highlighted that Councillor Derek Rosie has helped set up a meeting with himself, Jo Cooke, one of the Midlothian Rangers, and Tommy Goldie from Midlothian Council Neighbourhood Planning Team. The understanding is that Jo will be able to listen to some of the ideas presented by Howgate residents (as per feedback document put together by Tommy Goldie following the Open Day held in April), and provide feedback. It is not yet clear whether they will actually be able to assist with the project or maintenance of whatever is developed, or whether there is any money available from the Council for the work. The meeting is 28<sup>th</sup> April.

Karen opened the invitation for this meeting to other committee members/Howgate residents in order to bring some experience and wider knowledge to the meeting. Stephen and Irene noted availability. Karen to ask Rosemary too.

### **7. Date of next meeting**

Monday 16<sup>th</sup> May

### **8. AOB**

Alan asked the group whether we wish to consider annual subscription to MVA. Everyone agreed that this is probably not required going forward.

PA system – Jan to inform Sue when available to bring Sue's brother-in-law along to inspect it.