

## COMMITTEE MEETING

12<sup>th</sup> February 2018

In attendance: Tom Schofield, Karen Bennett, Pat Gordon, Irene McConnell

### 1. Apologies

Shirley Murray, Sheena Dawe, Sue Gracie, Alistair Proctor, Sarah King

### 2. Minutes of previous meeting

These were approved.

### 3. Matters arising

- Donald Cameron outlined a proposal for a new path joining Howgate to Milkhall Pond to the disused railway line at our January meeting.

**Action – Donald to feed back how he is progressing with this. Tom to contact Donald for an update.**

- Pot holes in car park – stones supplied by NWH, agreed to fill these Sat 21<sup>st</sup> October 1pm. Anyone available on that date to help out. Agreed to buy small gift by way of thanks. Update – potholes now filled, but gift of chocolates still to buy.

**Action – Tom to check with Sue if this is outstanding.**

- Clarsach for hire – No interest as yet, agreed to give it until October (after new school term), if nothing we may want to consider selling it.

**Action – Alistair to confirm if interest from school.**

- Derek Brown handyman role – Derek has injured his back and will be unable to fulfil the role of handyman for the hall. Outstanding jobs are the noticeboard refurb (replace corkboard).

**Action – Karen to pass on potential handyman details from doordrop leaflet; Tom to enquire about this and/or 'DIY Dad' who he recently used for a job in his house.**

- Front door sensor light – we believe this is in working order, but needs to remain switched on from inside for it to work.

**Action – Irene offered to make a sign to say do not switch off.**

- Karen noted that the car park lights are frequently being left on overnight by hall users.

**Action – Tom to email hall users to request these are switched off.**

- Dog waste bin for outside the hall due to the amount of waste being put into the hall black bin. To be done in conjunction with HCC. Karen updated that Debbi McCall MSP had emailed the relevant department requesting movement of the existing bin in Tipperwell Way to its original position near the letterbox. Colin had replied to this email explaining that it was actually a new lamp-post style bin for outside the Church that was desirable. No update from here.

**Action – Karen to confirm whether request can be actioned.**

- Improve signs for recycling facilities (inside and outside). Karen has made signs and Irene has printed and laminated them.

**Action – Karen to blue tack these to the inside bin.**

- Email received from Colin Rorison asking if the Howgate website could be updated, especially minutes.

**Action – Karen has updated all HVHA minutes on the website (via Donald Cameron who maintains the site for us). HCC minutes still to be updated. Tom to draft some suggested new wording for the HVHA page on the website. Karen to review and send new wording to Donald along with update to hall bookings page to include additional rate of £12.50 ph for regular hall bookings.**

- Consider a clear out of back room in hall for new year.

**Action – Above action outstanding – Pat and Irene have offered to start clear out – Tom to inform Bridge Club and Kirk as they may wish to assist with this since much of the items in the room belong to these groups.**

- Bridge Club have requested we support payment of a new table (they will pay for another one). A new table has appeared, so we are awaiting a bill for this.
- Back door – agreed this should be replaced before next winter with problems we have had with flooding in the past.

**Action – Tom to contact Watson & Lyall to see if they can quote for this.**

- A new oil tank sensor has been purchased but unfortunately this is not suitable for a cylindrical tank.

**Action – see if the sensor can be returned and refunded. Make a dipstick for checking oil levels.**

**Action – Standing action to ensure we organize for someone to assist with car parking for bigger events.**

- **Treasurer's report**
- £7423.64 in account (includes Gin Tasting funds raised, but not Fijian Night)
- Hall booking from last year Bright Sparks have been chased for payment – the contact there is checking with their Financial person.
- Have agreed to stick with pay as you go for oil through Bryce rather than Direct Debit as won't benefit from best rate through DD.
- Waiting to hear re rates relief for Portakabin as should be exempt.
- BT line rental – contract is up for renewal 12<sup>th</sup> March. Need to establish whether we require a landline or Broadband at all as is expensive.

**Action – Tom to check if Bridge require Broadband or landline. Sarah to check if it is required for insurance purposes. If not, we will cancel contract.**

#### **4. Hall report**

- Pilates have requested an additional time slot for a Thursday evening to run after their 6-7pm class (i.e. 7-8pm). As HCC use the back room once a month, Kirsten has agreed to put a sign up on back door asking HCC to use the Church door for entry and exit on these dates. HCC also use the hall once a year for their AGM – Pilates would not run on these dates.

**Action – Karen to get Pat's church door key cut for HCC.**

- There are two private bookings forthcoming – Craft event and Art.
- Discussed the successful booking last year for training events.

**Action – all to consider whether and where we could advertise this to encourage future bookings.**

#### **5. Future Fundraising/Community events**

- Sarah/Ian and Karen/Colin to look at organizing a Pub Quiz for April/May.

**Action – Sarah and Karen to feed back at next meeting regarding this.**

- Wine tasting suggested for Sept/October.
- Burns Supper suggested for next January (no tartan!).
- Bonfire/fireworks evening – agreed to put it to the community whether they wish to get involved to organise this for 2018

**Action – Karen to include an article in the Newsletter for this.**

## **6. AOB**

- Irene requested funding to buy 4 new tubs for outside the hall (approx. £200) – she will fill these.

**Action – Irene to proceed with tub purchase.**

- Little feedback regarding Newsletter preferences (hard copy vs online only). Agreed to keep online and use online printing services monthly.

**7. Date of next meeting – Monday 26<sup>th</sup> March 2018.**