**ACHMORE COMMUNITY HALL ASSOCIATION**

 **Minutes of meeting Wednesday 7th August at 7pm**

1. Present; Mhairi MacRae, Ellanne Fraser, Renee Gibson, Jackie Parsons, Sue Waddell.
2. Apologies; Marion Howat
3. Approval of June Minutes; Jackie approved the June minutes and Mhairi seconded the minutes.

Kate Bulloch has resigned from the Hall Committee and Jackie expressed thanks to Kate for all her work on behalf of the Hall.

1. Treasurer’s Report; The balance in the Hall Bank Account is £10,309.53
2. Booking Secretary’s Report; All the regular bookings are continuing. Another 6 week block of Thursday night yoga sessions has been booked.
3. 100 Club; July 1st Prize Grace Philips £25

 2nd Prize Charlie Parsons £15

 3rd Prize Kath Smith £10

 August 1st Prize Connor Fraser £25

 2nd Prize Elizabeth Morrison £15

 3rd Prize Andrea Matheson £10

1. Hall Maintenance; The application for funding for new rear doors for the Hall is now in. It takes six weeks for a decision to be made on the application.

The garden maintenance day took place on Sunday 23rd June. The Hall equipment was unpacked and stored away. Weeding at the front of the Hall was carried out. The drains to the front of the Hall were excavated and it appears that the water from them is not draining anywhere so a new soak away is required. Ellanne will discuss possible options with Scottish Water. The Hall needs to make an appointment with Scottish Water for its water to be tested for lead. (Tests are presently being carried out on properties in the area.)

A member of the Community has kindly agreed to work out the cost for the Hall to change it’s existing lighting to LED lighting.

A local tradesman came out a month ago to assess the damaged harling on the Hall Gable. Due to the difficulty in accessing tradesmen in the area, the Committee agreed that we would accept this quote provided it did not appear excessive.

1. Hall Equipment; The end of grant funding for new equipment has been completed.

The lockable cupboard for the kitchen equipment needs to be discussed.

The new chairs have arrived. One was damaged and will need to be returned.

The pool tabletop is damaged and requires a welding repair. It cannot be used in it’s present condition. It may be able to be fixed at the upcoming Repair Café.

1. Repair Café; The Hall Insurance is fully paid and the Repair Café is now covered by this Insurance. Some of the donations generated by the Repair Café will be put towards the Hall Insurance. Another Repair Café is planned for 29th September with the Hall Committee providing sandwiches and baking as before.
2. Fundraising; Sue has received photographs for the Hall Fundraising Calendar. It was agreed that another message should be put on the Community Whatsapp Group with a further request for photos and indicating that a decision on the inclusion of photos for the calendar will be made at the next Hall Meeting in September.
3. Let’s Do Net Zero Community Building Fund; Both core funding from Cares and match funding from SSE have been approved. A building warrant is required for the PV panels. A site visit was made by McInnes,the contractor for the ASHP to agree on the location for the water tank and the cupboard designated for the new kitchen equipment was chosen. This means that CMNet will not need to move their equipment. They also identified all major electrical appliances and electric radiators for a load check required by SSE. This is to see if the electrical capacity of the hall will support all electrical items being on at the same time. Renee raised concerns that another Hall in the area had issues with their electric bills following installation of a similar heating system. It was agreed that it would be sensible to have a discussion with this Hall regarding their experiences. Sue agreed to contact a member of their Committee. Jackie will delay paying for the building warrant until there has been feedback from this discussion. It was also agreed that the Community need to be kept informed about the project possibly via the Community Council.
4. New Business; The testing for the new Electrical Certificate should be carried out by the end of the week.

Zurich Insurance has been paid and now includes cover for the Repair Café.

It was agreed that the best way to arrange for card payments at the Hall would be to purchase a stand alone machine like the machine used for Sum Up Solo rather than a machine provided by a bank which would have cost implications. This will be further investigated.

Everyone was emailed a copy of the Constitution which does require amending. Mhairi will try to obtain a template from SCVO. She will also try to obtain a Hall Hire Agreement template to compare with our existing Hall Hire Agreement Form. This is required for Insurance purposes.

Mhairi and Jackie agreed to investigate compiling an Induction Pack for new members of the Committee.

1. Correspondence;

Local Energy Funding confirming CARES funding award.

SSE confirming match funding award.

Highland Council indicating a building warrant is required for PV panels as the Hall is a Public Building.

CMNet meeting to discuss repositioning CMNet Equipment ( see above ).

Zurich- Insurance adjustments and additions ( see above ).

e-planning -re building warrant for PV panels.

1. AOCB; no other business.

Task list -numbers 1-4 are ongoing. Numbers 1on the Long Term List moved to short term list. Numbers 2-7 on the Long Term List are ongoing.

 The meeting finished at 9.15pm.

 **Date of next meeting Wednesday 4th September at 7pm.**