Applecross Community Hall Committee Meeting 23/09/2021 at 6:30pm Minutes

Minutes taken by Saara Viitanen

Present: Jack Marris (JM), Sean KilBride (SK), David Davidson (DD), Kirsten Glover (KG), Saara Viitanen (SV)

Apologies: Jon Barnett (JB), Rhona MacPartlin (RM), Ishbel Ferguson (IF)

Agenda items	Action point	Action completed by
Approval of minutes from previous meeting on 30/07/21		
Proposed by RM, seconded by SK.		
Treasurer's report		
 Bank balance approx. £2,200. Approx. £2,500 for cooker hood to go out. Waiting for invoice. Approx. £1,000 for Applecross duathlon profits to come in. The committee thanks Gerry and all other duathlon volunteers for this generous donation to the Hall. JM to check oil levels, how much has been used and order. Awaiting reply from Age UK grant. JM to chat with Tom O'Halloran to confirm these figures. 	JM	ASAP
Bar report Approx. £15 of donations from Community Woodland event – needs to be banked.	TO/JM	ASAP
DD to stock check before re-opening for events.	DD	Before events start
Action points from previous meeting	Action point	Action completed by

SCIO incorporation		
 Next subgroup meeting Wednesday 29th September at 6.30pm. SV to send round a reminder email. 	SV	ASAP
General maintenance		
SK to find electrician, boiler servicer, and contact Duncan McCowan for re-	SK	ASAP
plasterboarding ceiling above boiler.	SK	ASAP
 SK to look at gas hose in kitchen and see what parts need replaced. SV to contact playgroup about plans for outdoor play area matting. 	SV	Next meeting
Plumber fixed leak above boiler and on dishwasher and replaced expansion vessel on boiler. Hot water is back on.		
Re-opening		
Lunch club has started meeting again on Wednesdays.		
Users are filling in Covid Test & Protect sheets. RM reminding bookers about this.	RM	Ongoing
Bookings	Action point	Action completed by
Update from RM via email:		
The website calendar is up to date.		
 The hall is gradually being used more. A Gaelic class has started every Wednesday evening and local groups have started to have live meetings. 		
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 KG has contacted Highland Council environmental health officer about commercial use of kitchen. Waiting to hear back. Kitchen needs to have an environmental cleanliness report. There may be random checks. The question of who is responsible for cleanliness/adherence to rules was raised. A set of rules and policy for users and limiting hours of rental to eg. 1 day a week to keep the kitchen available for others were discussed as options. It was discussed that storage in fridges might not be possible due to the requirements of labelling items correctly and possible contamination issues. Other groups and events also need fridge space. 	KG	Next meeting
JM to talk to lunch club about their needs for storage.	JM	Next meeting
 JM to talk to potential kitchen user to ask if 1 day a week max is suitable. Committee provisionally agreed kitchen rental price at £10/hour without gas. 	JM	Next meeting
AOB	Action point	Action completed by
No other business raised.		

Next meeting is scheduled for Wednesday 21st October 2021 at 6:30pm on Zoom.

JM concluded the meeting.