

## Craignure Village Hall Committee Meeting (CVH) - January 14<sup>th</sup> 2023

In attendance - Petra Pearce (Argyll & Bute Third Sector Interface) (PP), Jill Muchall (JM), Karen Adkinson(KA), Diana Oldacre (DO), Andrew Oldacre (AO), Richard Gower (RG), Mari Greig (MICT)(MG), Sue Morrissy(SM), Sian Scott (MICT) (SS), Fiona Langton (FL).

### 1. Welcome

SS welcomed us all. Formal introductions were carried out within the group.  
PM explained her role within Argyll & Bute Third Sector Interface.

### 2. Trustees/AGM

DO explained that the existing trustees had served the CVH over a long period & new trustees were needed to secure the ongoing future of the hall. JM, KA and SM expressed their willingness to join the committee. After discussion & with reference to the existing CVH constitution there were no legal stumbling blocks to the above named persons becoming Trustees of the hall at this meeting DO proposed that JM, KA & SM should be elected as trustees onto the committee.

Seconded RG.

JM, KA and SM were duly elected onto CVH committee. Welcomed by the committee.

SM agreed to take up the role of Chairman. Proposed DO. Seconded FL

SM duly elected as Chair.

DO, AO and RG will remain on the committee to ease the handover and /or until the committee were able to attract more new trustees. PP stated that new trustees would come organically as the CVH fortunes change.

All trustees would stand down at AGM. Those wishing to remain on committee would stand for re-election at AGM.

Historically poor attendance by community at CVH AGM. PP suggested that the community would respond better if the AGM was tagged onto an event. After discussion it was agreed to link the AGM to follow an afternoon Mother's Day tea on 19<sup>th</sup> March 2023. Notification to be placed in Round & About - February issue deadline 19<sup>th</sup> January. Larger advert/poster to be placed in March edition.

SM to create initial simple advert for February roundabout to advertise date of AGM.

AO to create poster for Afternoon Tea/AGM for March edition and to place in shops, village notice board etc.

### 4. Accounts

FI reported we had a balance of £26,110.15 in our bank account at present. £25,000 of this was from grants received during the Covid 19 lockdown. Bank account in credit due to Covid grant we received. Currently CVH is making a loss of approximately £3,000 a year or is it just this year? The financial end of year is 31<sup>st</sup> January 2023. Accounts need to be ready for AGM in March.

Need to keep a reserve to cover running costs, legal expenses. Rest can be allocated to future projects.

## 5. Hall Usage

For the hall to be viable we need to increase usage. Open discussion followed on how we could do this.

Improve the attractiveness and usability of the hall by

Redecorating e.g. painting walls. Maintenance does not always have to be carried out by paid tradesman. List could be posted asking for helpers. Tasks to be undertaken can give helpers a feeling of ownership & are also more likely to use the hall. Gives community vibe. Create a community network of helpers who may not wish to join the committee but are willing to help.

Upgrade existing features eg kitchen. SM informed us a new cooker had already been purchased for £60. To be collected & fitted. Old cooker should not be used now as it's not been safety checked for a number of years. It will be checked & if safe will be sold. New cooker to be installed and checked before the Farmer's Dance booking in February.

Create different areas - Smaller spaces would allow the hall to stage more than 1 event at a time. Snug areas also less costly to heat & therefore more likely to be hired out in colder months. At present our small rooms are occupied by the woodturners. Suggested creation of snug area on stage.

Add new features - eg Wi Fi. AO explained historically there was a phone line but removed due to costs. AO to look into broadband connection.

Developing new activities in the hall

PM explained it would be beneficial to create a calendar as a visual aid so we can see when the hall is full & what % capacity is currently being used. Use this as a planning tool. In developing new activities which parts of the day are not used at present. SM informed us that a weekly calendar has been created on facebook so that the community can see which classes are available. Thanks to Helen McWalter who carries out this work for us.

## 6. Funding

PP suggested that the committee produce a business plan so that in long term CVH is less reliant on funding/grants. However in meantime in order to secure funds for the hall the committee needs to gather information and provide evidence that there is a need in order to secure funding. We need to show hall is a vital part of the community. By engaging with the community we can create a needs & wish list. Body of evidence can be added in different ways eg. survey, verbally, photos. By pulling all this information together we would have a better chance of funding.

We should create a list of maintenance work and breakdown costs. This is useful as some smaller funding applications may be more successful and quicker than a larger one. The

Waterfall Fund was suggested as a possible quick/simple fund which could support maintenance (in addition to a providing a heating grant).

After discussion the following meetings were arranged -

Survey meeting - 28<sup>th</sup> January 2023 at 11am Glenraille, Lochdon. Thanks to KA for hosting this meeting.

Maintenance List Meeting - 10<sup>th</sup> February, 2pm in village hall.

Application for funding from Calmac Community Fund has been completed & sent in by SS & SM.

Application to Waterfall Fund for winter heating grant is being prepared by SM & FL.

#### 7. Development Officer

PP explained role of Development Officer.

#### 8. Constitution

PP to review the hall's legal structure and constitution to see if it is fit for purpose.

SS thanked PM for attending the meeting and for her support and advice.

### ACTIONS

SM to create initial simple advert for February roundabout to advertise date of AGM.

AO to create poster for Afternoon Tea/AGM for March edition and to place in shops, village notice board etc.

AO to look into broadband connection

SM & FL to complete application to Waterfall Fund for Winter Heating Assistance

PP to review the hall's legal structure and constitution to see if it is fit for purpose.

PP to help with compiling the evidence of need.

Next meeting Survey Meeting 28<sup>th</sup> January 2023 at 11am at Glenraille, Lochdon  
Maintenance Meeting 10<sup>th</sup> February, 2pm in village hall.

