

## **CVH Committee Meeting - Tuesday 19th December 2017 - 7.30pm**

In attendance; Sian Scott (Chair), Ian Dickinson (Secretary), Pete Morrissy (Caretaker) Andrew Oldacre and Diana Oldacre.

### **1. Welcome & Apologies**

Sian Scott welcomed us all to the meeting.

Apologies were passed by Carol Aldred (Treasurer), Susan Royle, Fiona Bee and Richard Gower.

### **2. Approval of Last Minutes (21st November)**

AO proposed that the minutes be approved and SS seconded the proposal.

### **3. Actions & Matters Arising from the last meeting:**

#### **Ongoing actions:**

##### **Roof/windows/flashing**

PM to monitor water ingress for next few weeks and report. It was agreed that a mobile scaffold should still be hired in February to check all the windows and to carry out any other high level remedial work.

##### **Fire system/Emergency Lighting**

PM contacting Donald McKinnon to carry out the work required to emergency lighting, in view of the delays. SS has spoken to service engineer from OES who carries out fire system inspections. He advised that he originally installed the Hall system and, having had a look around the Hall, all is okay with the present system. OES have provided a quote for the servicing of the fire system, excluding extinguishers, which is twice the price quoted by Chubb. SS to contact OES to see whether they can improve their quote and if so, it was agreed that we would then end the contract with Chubb. PM to produce fire zonal chart, as per new guidelines and SS to provide PM with copies of new fire alarm log book, supplied by OES, to enable PM to keep up to date record of relevant testing.

##### **Electricity Usage/Control**

PM to reset the electric meters to charge 20p/unit to fall in line with new charges from electricity supplier.

##### **Producers Market Health & Safety**

SR to produce a code of practice document for all stallholders.

##### **Isle of Mull woodturners**

RG advised that the woodturners would like to place a lathe in the committee room for use by members, which could be moved if required. A payment for usage would be made and they have proposed that this could be based on an average of payments made for usage of the room over the past 3 years.

SS to create a contract of usage for the woodturners requesting the room be locked whilst their equipment is in it to prevent any accidents, and that, should the room be required by a n other party, they will be required to remove their equipment for the period of said booking.

##### **Community fridge proposal**

Letter has been submitted and the application for funding has been lodged.

##### **Treasurer and new committee members**

SS still in discussion with Sheila Rogers.

AO waiting to talk to Nancy Somerville as a potential new committee member.

SS has spoken to Sue Morley, who is interested, and she would like a meeting with CA and SS in

the New Year to go through the accounts and discuss the requirements, before she commits.  
SS waiting to talk to Rebecca Adams as another option.

#### **4. Treasurers Report**

No current accounts available at time of meeting.

#### **5. Caretaker's & Maintenance Report**

PM has put up the new parking notices, but vehicles still parking in front of the hall.

The parking issue will only be a problem if the large vehicles are there when Screen Machine is due or the weekend of a Producer Market.

PM still waiting Dave Turner, but he will require an electrician present when he installs the new boiler and therefore would be good to have Donald McKinnon here at the same time.

**Action:** PM to chase Dave Turner re boiler.

#### **6. NY Ceilidh**

SS confirmed that, in line with the new Hall layout plan, they are only selling 120 tickets.

The tree will require to be removed before setting up and SS asked for assistance with set up on the day of the dance and tidying of the Hall the morning after.

PM to have a copy of the new Hall seating plan to hand so that everyone can understand the layout.

#### **7. AOB**

SR and PM to compile a maintenance required worklist.

SS awaiting price from Dustbusters to enable their charges to be included in the hire costs.

#### **8. Date of Next Meeting** – Tuesday 23<sup>rd</sup> January 7.30pm