

Crathes Hall
Minutes of Trustee Meeting
Monday, 4th September 2023

Attendees: Neil McHattie, Jen McHattie, John Gaunt, Gillian O'Flynn, Derek Johnson, Joan Willox

Apologies: Bert McIntosh, Ann-Marie Steel, Tom Clarke, Geoff Knight, Sophie, Wright, Jac Elliot

Review of previous minutes: Minutes of previous meeting on 31 May 2023 was proposed as a correct record by John and seconded by Jen.

Financial Update: John Gaunt presented 'Summary of finances as of end August 2023' (copy attached)

- Both hall and redevelopment account have positive balances
- Expected final cash position in redevelopment account after all current works paid for is GBP32,600
- All regular hirers have returned after a 2 month closure
- John reiterated that details of funding and finances can be found on the Hall website and that all Trustees are welcome to contact him if they have any questions.

Update of Hall refurbishment:

- Outstanding works to be completed Sept/Oct 2023 (All associated costs accounted for in finance summary)
 - Installation of stage rail and spotlights (Included in SB Electrics quote)

- Soffits, fascia and gutter replacement (Deeside Cladding)
- External Painting (Barry Chalmers)
- Fire Doors (Craig Mcgregor)
- Blinds to be installed
- Required works pending quotes
 - Security light at front and back doors – JG to get quotes

Station Wood Update: Solicitor finalising sale paperwork, with sale due to complete shortly.

- John and Moira met with forestry advisor re. thinning and felling requirements
- Moira and Geoff met with Graham Blackhall Fencing. Graham has kindly offered to supply and install required boundary fencing along road and at the back of the hall free of charge.

Fundraising events:

- Gness – 4th November 2023
- Wreath Making evening – 1st and 8th December 2023
- Crathes Community Xmas Party – 10th December 2023

Payment for storage of equipment: Discussed that storage space limited and security of left equipment cannot be guaranteed due to multiple hall users, therefore does not seem practical or possible at this time to offer storage, paid or otherwise.

AOB

- Community Council contacted Neil in July about potential for bike lockers to be installed at hall. Neil responded with initial queries around who would be intended responsible or insurance, maintenance, security etc.

No further communication on this matter has been received to date

- Proposed that Moira Hamilton be recognised for her massive fundraising efforts, with grants awarded in excess of GBP50,000, and for her long-term commitment and contribution to the hall during the last 15 years

Proposed GBP100 gift voucher for Fife Arms and flowers
(PLEASE CONTACT NEIL IF ANY OBJECTION TO THIS)

- Proposed that heating remote control system be installed to allow remote control of heating if and when hirers cancel or hirers leave heating on overnight etc.

Cost GBP273 plus VAT however savings estimated to be in excess of this, if overnight heating mistakes are avoided

The control system is part of a pending funding opportunity however agreed in principle that if funding unlikely to be received before winter, then it is more

cost effective to proceed with system and pay for out of own funds. **(PLEASE CONTACT NEIL IF YOU HAVE ANY OBJECTION TO PROCEEDING WITH THIS PURCHASE IF FUNDING IS LIKELY TO BE DELAYED OR FOUND TO BE NOT AVAILABLE)**

John has contact for system specialist, based in Peterculter. They provide training on using the system and the remote App etc.

- Gillian to investigate option of getting round foam pads made to insert into round windows if blackout required. Previous wooden ones no longer suitable.

Post Meeting Note: Due to limited attendees, and the upcoming fundraising events already scheduled for this year, the additional fundraising ideas discussed on the Trustee WhatsApp group were acknowledged but not discussed further during the meeting.

Next Meeting Date - TBA