



Crathes Public Hall Trust (SCIO 043007)
Minutes of Trustee Meeting 3rd June 2025

Attendees: Neil McHattie, Joan Willox, Derek Johnson, Jen McHattie, Gareth Hunt, Jac Elliott, Steve Kemp

Apologies: Bert McIntosh, Geoff Knight, Sophie Wright

Review of previous minutes: Minutes of previous meeting on 29th April 2025 were proposed as a correct record by Neil McHattie and seconded by Derek Johnson.

Financial Update: As per attached 'Account Summary end May 2025 – Crathes Hall'

Previous Actions

- Station Wood opening event held on 24 May 2025
- Policy document final review with Derek
- Community Notice regarding kitchen refurbishment sent out 4th May 2025

Refurbishment

- Wet rot works still to commence 7th July
- Kitchen quotes - 2 quotes received
- Jen to go back to kitchen supplier with final questions:
 - Plumbing requirements
 - Option to exclude flooring (Installed by others)
 - Electrician may be required
- Neil to confirm further specifics related to
 - Developer Obligation Award requirements

- Removal of old kitchen 10am, Sunday 6th July 2025
- Kitchen installation can commence 14th July 2025

General

- Geoff to notify Station Wood funders of woodland opening event on 24th May 2025.
- Geoff to confirm that parental consent provided prior to uploading of photographs of the kid's woodland event
- Website update - Joan meeting with Stuart June 2025
- Booking System - Joan and Steve to liaise with Jac to learn booking system (Holiday cover etc.)
- Remote Heating Management - Jac and Sophie taking over operations.
- Ceilidh update – Few tickets remain. Follow up reminder to go out via social media (Sophie) and mail list (Joan)
- Joan to share 200 club spreadsheet with Steve
- Joan to submit 200 Club Lottery annual forms
- Joan to submit application for Entertainment licence
(Post Meeting Note: Current licence valid for 3 years so doesn't expire until 2027)
- Future Gigs – 19th September 2025, 'From the Ground'
- Car park tidy up adjacent to Westside of Hall - Derek, Gareth and Neil to liaise

AOB

- Changes to Board acknowledged following the AGM
 - John stepped down as Treasurer. The Trustees were sorry to see him go and greatly appreciate the

significant contribution that John has made to the hall. John was presented with a voucher at the AGM, in recognition of his contribution to the hall.

- The Trustees were delighted that Steve has agreed to take on the role of Treasurer and Steve was welcomed to the Board.
- Neil also stepped down from his role as Convenor. Again, the Trustees greatly appreciate the significant contribution that Neil has made to the hall during his time as Convenor and they expressed their gratitude that Neil is staying on as a Trustee.
- Derek was appointed role of Convenor and the Board are again delighted that Derek agreed to take on the role. Derek has already significantly contributed to the hall during his time as a Trustee.
- Steve contacted by Utility Aid to review electricity supplier. Steve to review
- Raemoir Garden Centre kindly donating plants for around rock and sign

Next Meeting 6.30pm, Tuesday 5 August 2025 at Hall