



Crathes Public Hall Trust (SCIO 043007)
Minutes of Trustee Meeting 2nd September 2024

Attendees: Neil McHattie, Bert McIntosh, John Gaunt, Joan Willox, William Binnie, Jac Elliott, Derek Johnson

Apologies: Sophie Wright, Gareth Hunt, Jen Mchattie, Geoff Knight

Review of previous minutes: Minutes of previous meeting on 9th July 2024 was proposed as a correct record by Neil McHattie and seconded by Joan Willox.

Financial Update: John Gaunt presented 'Crathes Hall Accounts YTD August 31st 2024' (copy attached)

- Healthy balance remains

Remaining Refurbishment

- Solar panel proposal
 - Revised budget approved by CARES which provides additional funds for required roof modifications
 - Installation forecast end of October 2024, pending structural engineer final sign off.
- Kitchen
 - Investigation ongoing regarding option of installing a flexible catering style kitchen, along with a potential extension to the kitchen.
 - Works still required to investigate and resolve damp issue.
 - Power supply to be checked

- Oven to be repaired – Joan to confirm broken element
- Working party volunteers to progress kitchen upgrade to contact Neil
- Station Wood Update
 - Geoff to organise initial event
- Hall decoration by hirers – Pins only to be used on end wall, own devices can be brought to display decorations.

Other Matters

- Updating policy documents – Remains with Neil
- Defib training - Sophie will arrange training.
- Roads department works – Nearly complete. No major impact on carpark other than strainer post damage, which is to be repaired.
- Website contingency plan – William and Stuart to meet
- ‘Crathes’ Domain - Currently owned by Crathes resident. Hall are seeking to secure the domain if possible. Neil still investigating
- Upcoming fundraising events
 - Prosecco Afternoon Tea postponed until 2025
 - Quiz night (Jac to investigate quiz master)
 - Band night
 - Race night (William to provide contact details)
 - Investigate local charity that runs bar – Neil to provide name

Post meeting note: Hogmany Ceilidh proceeding with Sophie and Joan organising

- New trustees required – 1 position still available, William still to ask Crathes resident if interested in position.
- Automating membership details and mail list - Joan and William to meet and discuss (ensuring compliance with GDPR).
- Email survey options for community engagement – William and Joan to review.

AOB

Next Meeting 6.30pm, Monday 4th November 2024 at McHatties House