

## **Royal Four Towns Hall Association**

### **Minutes of a meeting held on**

**Monday 27 October 2014, 7.30**

#### **Those present**

Nick Bass (Chairman), Malcolm Wade (Treasurer), Jenny Campbell (Secretary), Anne Fairn (Bookings Secretary), Margaret Byrne, Ellen Hyslop, Teresa McColm, Jeanette Carmichael

#### **Apologies**

Dick Byrne, Graham Anderson, Gill Frazer, Pete Barlow

#### **Minutes of previous meeting**

Accepted as correct; proposed by MW and seconded by JC.

#### **Matters arising**

A cheque in payment for the making good of the back porch has been issued to Alan Pettigrew by the Treasurer.

#### **Treasurer's report**

In his preliminary perusal of accounts MW expressed his concern about the financial health of the RFTHA following a year-on- year loss over 3 years. From 2012 year-on-year expenditure fell by £1706, indicating little prospect of further cost savings, while all categories of income were down, rents in particular by £2138, and traditional income from grants and the Fishing Association are no longer available.

His aim is to break even, rather than live off reserves; however he considers this downturn in income will not be readily rectified, and believes we need 2 additional fundraising events per year to help the situation. The Committee was asked to consider options for fundraising by the Chairman, including a piece in the CC Newsletter asking the community for ideas, and encouraging private rentals from individuals.

An increase in rental charges should not be ruled out. MB not in favour of this.

**Action: JC (Sec)** to follow up with Scottish Power on substation rental, and Hearse House rental.

**Action: Jeanette Carmichael** will re-energise the 50/50 scheme.

**Action: Pete Barlow** to look into the possibility of a second Craft Fair per year.

#### **Property convenor's report**

In the present absence of this position, it was decided to invite GA and/or PB to take over, with particular concern for Fire Safety, and fire alarm checking.

### **Hall bookings**

Anne Fairn reported that the school has cancelled its Tuesday morning booking. Annan Health Improvement group has rescheduled their booking for 11.11.2014.

AF urged that cancellations are reported in writing, rather than verbally.

MW repeated his offer of the Under-5s play equipment for children's parties.

**Action: AF and MW** will finalize the Booking Form together.

### **Craft Fair debrief**

While still profitable, profits for 2014 were £152 down on the previous year although table rent was only slightly down. The raffle, door takings and donations were significantly lower, suggesting a fall in public attendance.

AF suggested raising admission from £1.50 to £2.00. MB said this would prevent people attending. TM suggested choosing a date that doesn't clash with other local events.

### **Chairman's e-mailed News and requests**

This is generally accepted mode of communication by the Committee. EH gave some information concerning the £1000 donation.

**Action: JC (sec)** will follow up with a letter of thanks to the donor.

The Chairman asked that any agenda items the Committee members wish to raise should be sent to JC (one week prior to the meeting, please!) either by email, or phone.

### **Electricity supply to external Christmas decorations**

MW expressed his concerns for the above as being not safe or conforming to accepted standards. A meeting with DB confirmed that while the electrics are 'Heath Robinson' they are essentially ok. An additional electric box would cost in the region of £500.

**Action:**

**DB, MW and Property convenor** to discuss and decide on policy.

Christmas lights will go on Sunday 7 December;

**Action:**

**JC (sec)** will request Christmas tree donation from Rammerscales.

Mulled wine and mince pies and shortbread will be served afterwards in the Hall.

**Action:**

**MB and EH** to arrange refreshments. (Lemonade/juice for children)

**AOCB**

AF expressed concern about Hall keys, and who has them. To be followed up.

**Remembrance Service**

NB is not available to lay the wreath and suggested AF who accepted.

**Action:**

**JC (sec)** to get 30 rolls and butter for them.

**MB and EH** providing soup. Tea and coffee will also be available.

MW suggested disposing of the old trestle tables under the stage and storing the table tennis equipment there.

**Date of next meeting: 24 November 2014 at 7.30.**