

Pennyghael Community Development Association Ltd
Pennyghael Community Hall
19th February 2018

Approved Minutes

- 1 Present – Emma, Sue, Helen, Joy and Steve
- 2 Apologies – Jane, Sue, Liz, Becca, Kath, Erica, Stephen and Gill
- 3 Previous meeting minutes – There were no matters arising, proposed by Joy and seconded by Helen
- 4 SCIO update – great news now that we have finally been accepted as a SCIO. All trustees have now been sent a copy of the official letter confirming SCIO status and a copy of the constitution which acts as their rule book for running the Charity. Next step is to amend the bank account name – Joy to action this before the end of the month
- 5 Food certificates course
Feedback from course – general discussion took place re the course content and how helpful it was. Agreed that everyone learnt something on the course and it was very useful. Will now implement recordings book rather than nominate a dedicated food safety officer
- 6 Carvery night – 24th February suggestions:

Meat	Turkey crown – Liz
	Beef – Erica
	Pork – Erica
Vegetarian option	Nut roast – Kath to buy
Vegetables	Roast Potatoes - Joy
	Carrots - Sue
	Broccoli / Cauliflower - Sue
	Peas – Sue
	Parsnips – cooked in the hall
Accompaniments	Gravy - Erica
	Yorkshire Puddings – will be done in the hall
	Horseradish Sauce
	Apple sauce - Sue
Puddings	Sticky toffee pudding - Joy
	Crumble and custard – Helen
	Trifle or sorbet - Helen
Price	£12.50 adults, £6.00 children
Drink	Drink list made
Raffle Prizes	Purchase Easter eggs
Licence	Done!
Posters	Done!
Shopping	Sue and Joy
Helpers	Everyone will be around on the night
Music	Anyone got any relevant music – Steve to bring some music

- 7 AGM – Thursday 1st March @ 7.00pm
 Posters / advertising – Already advertised in Round and About. Emma to make poster for shops etc
 Combined (or separate) Chairman, Secretary and Treasurer Report – relevant people will get together and write statement.
 Financial Accounts – draft accounts have just been received from R A Clements
 Would you consider being a trustee for the next year? Discussion took place re being a trustee next year, Helen and Sue would ideally like to step back but very happy to help with events
- 8 Big Breakfast – Sunday 4th March @ 10.30 – 12.30
 Posters – Emma to do shop posters and board poster too!
 Food – Bacon, Sausages, hash browns and baked beans will be bought when doing the shopping for the carvery
 Helpers – Sue and Steve away for this event, everyone else around
- 9 Next event – What is it - Curry night
 When - Saturday 17th March
 Let Janna know - Emma to let Janna know
 Apply for licence – Emma to apply for licence
- 10 Hall improvements
 Create sub-committee?
 Which plan should we go with?
 What changes should be made to the plan – possible public toilets? Sue mentioned that the hall is on private water supplies so this needs to be taken into consideration.
 Insulation update – hopefully within the next 3 weeks
 Grant applications, there are a large selection that we could apply to such as:
 Resource Efficient Scotland
 Big Lottery Fund Scotland Chair – Maureen McGinn
 BigblogScotland.org.uk – what funding can we get to improve our building?
 Lottery good causes.org.uk
 Waterfall
 John Rodgers e-mail re Quantity surveyors
Due to so few people this section of the agenda was only touched on briefly.
- 11 Outside gates and posts - quote from Alan Miles £370. Everyone agreed this was a great price and would improve the look of the hall outside
- 12 Argyll and Bute Council Website - Should we list ourselves as a village hall? Yes.
 Emma or Steve to look at how this can be done
- 13 Hall insurance – food preparations? Scottish Cross? We have public liability insurance of £5,000,000
- 14 Pennyghael Hall Website now live
- 15 AOB
 Dogs – should the hall allow dogs in it? General feeling was NO as food was being served. Joy will get signage and display.
- 16 Close of meeting – meeting closed 8.45pm

FOR INFORMATION

Community film club
100 club

ONGOING ITEMS

Heading for new board outside - ONGOING
Outside sign for events - ONGOING
Year Planner on board – ONGOING

FOR INFORMATION

Art Exhibition dates 26/07/18 – 12/08/17
~~U3A – 19th February 2018~~
U3A – 19th March 2018
U3A – 16th April 2018