

Tarland Welfare Trust

Trustees Meeting

Monday 21st January at 7.30pm at Nigel's house

Minutes

1. Apologies – Gordon
2. Note of the previous Meeting - None
3. Matters arising – None
4. Update on current bookings – Very good amount of bookings, a bigger variety of activities, nearly 14 bookings a week.
5. Finance report – we are currently sitting at £10858 – some of this is restricted to the grant given earlier in the year. Still money waiting to be paid into the account, for example New years eve intake **Actioned by Michelle.**
6. Hogmanay income – The hall made a profit of £1174.70 after the costs had been taken off the total amount of money that was raised due to this event. (just over £2000)
7. Hall cost reduction – The main costs of the hall are insurance, electricity and internet. Nigel has been investigating ways to reduce these costs by contacting various different broker companies for quotes - some of which failed to return with a quote. It was mentioned that our insurance would be affected as the hall is in a flood risk postcode costing an extra £250 which the hall would be willing to pay. In regard to electricity the SSE have been contacted and they have given a comparison sheet for reduced options, it has been decided to go for the SSE 'Protect' option which will save around £300 on the electricity annually although these figures are fixed for one year only so will have to be renewed each year. Agreed by all trustees. The lights around the hall have been changed to LED lights to also reduce these costs. **Actioned by Nigel**
8. Trustee membership – The current number of trustees are at the minimum requirement leaving two spaces open. The committee require a treasurer as Sarah is retiring. Suggestions have been made for new trustees including a potential treasurer. It was suggested that these roles were to be advertised on the hall Facebook page. Lizzie is going to speak to potential trustees to come and have a chat with the committee to get more information about what the committee do and the requirements.
9. Repair club – A new activity planned to be held in the hall which focuses on the idea of members of the public bringing along any broken items that they would like to be repaired instead of throwing them out. It will include many different volunteers offering various different services. It is an opportunity to watch and learn. Teas and coffees will be supplied. Perhaps different hall groups might serve teas and coffees as an opportunity to raise funds for their group. The public liability insurance is required to be looked into. A stand is going to be used at the Tarland Market to advertise this event to bring in the public. The event will be free but donations could

be made. Posters are required to be made to advertise this – **Actioned by Matt**, and these posters will be released on the hall Facebook page and notice board. How this event is sold to the public is important.

10. Hall flat – The tenants are informing Sarah of problems with the heating within the flat. It was decided that a trustee is to go with Gordon to visit the flat and look into the problem, in the meantime the tenants will be offered a temporary heater as the hall is not in a financial position to be fixing the heating of the flat. The supplier of the heating should be investigated. It was mentioned that if the tenants get a report by the SSE the trustees should get to see this. It should also be looked into that the flat is included in the insurance and if there are any grants that can be taken out to help refurbish the flat. It is also required that the trustee visiting should look for a pet rabbit being kept within the flat and mention that the committee was not informed of this. There is a continuing issue that the tenants are parking on Tarland convenience shop land without agreement

11.

12. AOCB – The keys are to be located and each trustee should have a set for the hall and the cupboard within the hall.

13. Date of next meeting – within 2 months time