

# **Tynninghame Village Hall & Community Committee (TVHCC)**

## **Minutes of Meeting**

**Monday 9 October 2023 in Tynninghame Village Hall**

### **Present**

Ian Staples (IS -Chair), Erica Wimbush (EW- Secretary), Shireen Green (SG), Carol Crowther (CC), John Crowther (JC), Daniel Wight (DW – Dunpender CC), Eric Martin (EM-Hall Keeper)

### **1. Welcome and apologies**

Apologies were received from Tim Harper (TH-Treasurer) and Donald Gillies (DG), Jenni Vernon was in attendance.

### **2. Approval of Committee minutes, 31 July 2023**

The minutes of the previous meeting were approved by JC and seconded by CC.

Matters arising not addressed elsewhere on the Agenda:

- Public Entertainment License. The Council agreed that we are exempt since we only run small scale not-for-profit events.
- Alcohol License. Having checked the situation with other local Halls, the consensus is that we do not need an alcohol license. Any weddings, functions etc selling/serving alcohol will need to get their own licence.

### **3.**

#### **a) Hall governance**

CC reported that all Hall documentation is now updated. A big thank you to CC for undertaking this task. The inventory of Hall contents has been compiled and will now be owned and continually updated by the Hall Keeper as items are added or replaced. The Dogs policy has been amended as agreed.

#### **b) Hall maintenance**

- Annual chimney sweep has been done (Kleen Sweep)
- Window cleaning. A quote for £90 for cleaning all windows inside and out was received from Cleantec. It was agreed to accept this quote.
- Hall electrics. Andy Freeman did the work for the Electrical Installation Certificate and Conditions Report so that the insurance could be renewed. Further electrical maintenance work is needed since the fuse keeps tripping in the Main Hall. IS to ask Andy Freeman for quote for this work.
- A new outdoor electric light is to be fitted by EM with help from JC.
- Hall curtain was re-hung by the Newcastle firm – thanks to SG for organising this.

### **c) Hall bookings**

- EM reported that Hall rental income for 2023 to date is £13,518 and Hall bookings for 2024 to date will bring £2,140. To date there are 3 bookings for weddings in 2024 in May, April and September (provisional).
- EM to confirm all Wee Fair bookings since there were errors in the calendar last month for their bookings.
- SG requested that the online calendar shows when bookings are provisional. It was agreed that clients making provisional bookings should be given 12 weeks to confirm the booking. The deposit needs to be paid before a booking is confirmed.
- Jenni Vernon expressed concern about the noise and nuisance sometimes caused by wedding parties. EM emphasised that there are strict rules and conditions that wedding parties are asked to follow. In the event of non-compliance with these, it was agreed that they need to be enforced by the Hall Keeper or by a member of the TVHC Committee
- Volunteer rota. Members of TVHC Committee agreed to be on the Hall volunteer rota and be the named contact for events when the Hall Keeper is not available. It was agreed that the details for the event need to be made available (e.g. via the Hall calendar) to Hall volunteers for the event they are covering. IS and CC agreed to look at what a volunteer rota might look like going forward.
- Review of Hall booking system. TH, DG and EM still to do this and make recommendations to Committee.

## **4. Finances**

TH provided a brief written report stating that we are in a fairly good financial position with £15,100 Cash at Bank (3Oct23). Notable receipts since the last meeting have been from two fund-raising community events:

- £390 from the Summer Fair held in August
- £950 from the Bridge Lunch held in Sept organised by Karine and Tony McIver.

CC requested on behalf of the Community Engagement Group that the Treasurer's report to the Committee gives a more detailed breakdown of income and expenditure with a clear statement about what funds have been raised by community events.

## **5. Community Engagement**

CC reported on community events recently organised and the forthcoming events in the pipeline:

- Friday 13<sup>th</sup> October - Pub night/community meeting with Georgina Weston from Galbraiths (Erica/Carol to chair)
- Sunday 22 October – Community Apple Pressing (Erica/Danny)
- Friday 29<sup>th</sup> October - Halloween Trail for children (Carol/CEG – helpers needed)
- Friday 10<sup>th</sup> November – Pub Night/Wine Tasting & Quiz (Lindsay, Ian, Stephen)
- Friday 1<sup>st</sup>, Sat 2<sup>nd</sup> December – Christmas Wreath making (Barbara)

- Sunday 24<sup>th</sup> December - Carol singing in Tynninghame café courtyard (Carol)

## 1. Update on Galbraith's responsibilities

### a) External repairs and maintenance

EW reported on Galbraith's progress on outstanding external Hall repairs:

- Cricket pitch was mown 9 October.
- Re-surfacing lane and back of Hall – chippings delivered and work completed 11/12 October
- Chimney, guttering and roof repairs – Archie Thorburn has completed the chimney repairs. Galbraiths are satisfied with the works.
- External paintwork (all windows, 3 external doors). Ian Hume is booked to prepare and prime the paintwork, with a second coat of gloss in the spring
- Shed floor. A quote for the work from Andrew Macdonald Gale has been accepted by Galbraiths (£1518) and the work is scheduled for the period 10-21 Dec. (Galbraith are paying for this work from their filming funds but we have agreed to contract the work)

### b) Community meeting, 13<sup>th</sup> October

EW to confirm with Georgina Weston that she will attend a community meeting and set out Galbraith plans for future property sales in the village and their continuing responsibility for the maintenance of the common green areas. Fender Pizza Van has offered to provide wood-fired pizzas on the night between 7-9pm.

## 2. Community Consultation

Local residents' views were sought about what village improvements to spend £500 of film monies on. Publicity was sent via Tynninghame Whats App, the Mailchimp newsletter and notices in the Bus Stop and noticeboard. The votes received were:

- New Football posts – 8 votes
- Extend pavement around the Old Manse – 2 votes
- New bench on cricket pitch – 1-2 votes
- Gate for new footpath to Binning Wood – 1 vote

It was therefore agreed that the £500 would go towards new football posts and other items if funds remain as prioritised by the votes. CC will seek a volunteer from CEG to take these forward.

## 3. Dunpender Community Council

- *Roads.* The Area Partnership roads budget that was allocated to changing the road system around Prestonkirk was cancelled by the Council. Extending the pavement around the Old Manse at Tynninghame has been acknowledged by the Council as a priority.
- *Local Place Plan.* The online survey has been completed. The draft report will be circulated to local groups and an Open Meeting held in the EL Community Hall.
- *Footpath to Binning Wood.* The Council has given to go-ahead to the footpath and will undertake the work of installing the gates and demolishing the wall. The DCC will pay for one gate and the Tynninghame community will fund-raise for the second gate.

## 4. Communications

*Newsletter.* Ali Macgregor is happy to continue to send out the newsletter when requested to do so. She asks that the secretary, or anyone wishing to have a newsletter sent out, lets her know and sends her the content.

*Website.* Need to revise and update the web page on community engagement.

## 5. Any Other Business

Jenni Vernon attended to inform the Committee about her efforts to get a grit bin installed in the village to reduce the risk of falling due to icy roads and pavements on Main Street. The Committee suggested that the bin might be sited on the edge of the village hall green adjacent to the pavement and road.

Alistair Stobart raised his concern about the increasing difficulty for residents to park on Main Street.

## Date of next TVHC Committee meeting

- Monday 20 November, 7.30pm in Village Hall

### Summary of action points

1. EM - accept window cleaning quote and book a regular slot
2. IS - get quote from Andy Freeman for further electrical work in Hall
3. EM - confirm Wee Fair bookings and any provisional bookings
4. IS, CC - look at what a volunteer rota might look like going forward.
5. TH, DG, EM - review Hall booking systems and make recommendations
6. TH – provide a more detailed Treasurer’s report on income and expenditure showing funds raised by community events
7. EW - confirm Friday 13<sup>th</sup> Oct with Georgina Weston
8. CC - ask for CEG volunteer to take forward new football posts
9. CC & SG – update community engagement webpage