

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

## **Minutes of Meeting**

**Monday 20 November 2023 in Tynninghame Village Hall**

### **Present**

Ian Staples (IS -Chair), Erica Wimbush (EW- Secretary), Tim Harper (TH-Treasurer), 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 and Donald Gillies (DG). The Chair informed the Committee of DG resignation as a member of the Committee due to work commitments.

### **2. Approval of Committee minutes, 9 October 2023**

The minutes of the previous meeting were approved by TH and seconded by SG.

### **3.**

#### **a) Hall management**

- Storage areas. Now that shed floor has been re-surfaced, the shelving unit from storage room has been moved to shed and all items tidied so that it is now suitable for access by Hall clients. The indoor storage room now contains items that only the Committee/volunteers need access to.
- Hall volunteers. IS and CC met to agree a practical way forward. Since there are only a few events in the Hall calendar between now and the AGM, Committee members can cover these as necessary.

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

- Hall flooring – a section of floorboard needs mending/replacement. EM to ask Andrew to take a look and repair.
- Electrical maintenance works (Landlord responsibility). Works identified in the EIC report – Upgrade supply cable for kitchen; RCD protection (new fuses/ fuse box in kitchen); fix problem inside Consumer unit by MCB & Main 100Amp switch; in shed install new LED strip lights and two 13 amp sockets; replace faulty light/dimmer switch by main door. IS to get a quote from Andy Freeman for the works needed and get this approved by Galbraith before contracting the work.

#### **c) Hall bookings**

- Very few new Hall bookings. The Wee Fair has cancelled their regular monthly booking. The Committee agreed that effort needs to be focused on

marketing the Hall especially on weekdays. All Committee members asked to enlist marketing expertise among local residents to help us with this task in the New Year. EW to circulate 2019 marketing plan.

#### **4. Finances**

- TH reported a fairly good financial position with £11,500 cash in bank.
- TH to invoice Galbraiths for the cost of renovation of shed floor.
- TH asked EM to chase up Eon about installing the smart meter.

#### **5. Community Engagement**

Recent community events -

- A 2nd well-attended apple pressing event was held in October
- A very successful Halloween Night for children was held on 29 October
- A Pub Night on 13 October where we invited Georgina Weston from Galbraith's to talk about plans for the Tynninghame estate; this was a well-attended event with a number of issues highlighted. It was agreed that it might be worthwhile building an occasional community meeting into future Pub nights.
- A small wine tasting challenge evening was held on 10<sup>th</sup> Nov hosted by local residents. The event received good feedback.

Forthcoming community events -

- Fri 1 and Sat 2 Dec – Christmas Wreath making workshops. Fully booked (80 places) with wait list.
- Fri 8 Dec – TVHC Christmas party with Tynninghame Sings performing
- Sun 24<sup>th</sup> Dec - Carol singing at the café on Christmas Eve.
- 2 March - Willow weaving community workshop - a one-off venture with an external tutor; the hall rental is free of charge in order to lower the cost per person.
- Football goal posts. It was agreed to purchase new goal posts following feedback from the community suggestion box for the use of the £500 donated from Mammoth Films. TH has agreed to take this forward and to consult those living close to the pitch.
- CEG meeting. CC to organise for later this year /early new year to agree next year's programme.
- Christmas festivities in the Hall. Agreed to purchase a Christmas tree for the Hall if a donation is not available this year. EW to organise printing of Christmas party invitations. TH will order the drinks. CC and SG will organise food offerings.
- Agreed to purchase a bank card reader for use at future paid events.

#### **6. Update on Galbraith's responsibilities**

- a) External repairs and maintenance
  - External paintwork. Ian Hume has done some initial priming work on some windows (but not doors) but work is very poor and unfinished. Galbraith has been alerted to the problem.
- b) Community meeting, 13<sup>th</sup> October
  - A note of the meeting has been posted on website.

## **7. Dunpender Community Council**

- Core footpath from village to Binning Wood. The Council have agreed to do the preparatory clearing, to install the two gates and to take down the wall at Teviot Cottage. DCC have already transferred the funds for the gates to TVHC.
- East Linton station will open on 13 Dec. Six trains per day.
- It was noted that Tynninghame Smithy cafe has applied for an alcohol licence. (Following the meeting information regarding the licence applied for and the proprietor's intentions was displayed outside the cafe.) The full application can be viewed at East Lothian Council offices in Haddington.
- ELC De-carbonise East Lothian initiative. A small local group has been set up (Lead: Andrew Jones) to assess feasibility and interest in a small-scale district heating system using water and wind power.
- Resilience discussion – deferred to a future meeting.

## **8. Communications**

- Hire the Hall page needs updating given discussions around noise from Hall events occasionally spilling out onto the front grass area and Main Street. Agreed that restrictions on noise levels need to be clearly stated to those renting the Hall.

## **9. Any Other Business**

- JC will organise a rota of volunteers to take over mowing the cricket pitch using Alastair's mower
- Cost of replacing defibrillator pads and battery. CC to suggest to Ann Pearson (DCC) that maintenance costs of servicing defibrillators is shared bringing economies of scale
- CC to update documents about Tynninghame and Hall roles with help of others

## **10. Staff remuneration (closed session)**

- A discussion took place and new pay rates for the Hallkeeper and Hall cleaner were agreed.

## **11. Dates of next TVHC Committee meeting**

- Monday 22 January 2024, 7.30pm in Village Hall
- Monday 18 March 2024, 7.30pm in Village Hall
- Friday 5 April 2024, AGM, 7.30pm in Village Hall

### **Summary of action points**

1. EM to ask Andrew to repair faulty floorboard
2. EM to chase up Eon about the smart meter installation
3. IS to get a quote from Andy Freeman for the works needed and get this approved by Galbraith before contracting the work.
4. All Committee members asked to enlist marketing expertise among local residents to help us with this task in the New Year.
5. EW to circulate 2019 marketing plan.
6. TH to invoice Galbraith for the cost of renovation of shed floor.
7. TH to install new football posts and consult those living close to the pitch.
8. CC to organise a CEG meeting in late year /early new year to agree next year's programme.
9. Christmas festivities in the Hall. EW to organise printing of Christmas party invitations. TH will order the drinks. CC and SG will organise food offerings.
10. Agreed to purchase a bank card reader for use at future paid events. IS to look into it.
11. JC will organise a rota of volunteers to take over mowing the cricket pitch using Alastair's mower
12. CC to suggest to Ann Pearson (DCC) that costs of servicing defibrillators is shared bringing economies of scale
13. CC to update documents about Tynninghame and Hall roles with help of others

### **Addendum**

Following the meeting of the 20 November, further discussions took place amongst the committee members about the Tynninghame Village Cafe Alcohol Licence Application and the appropriate response to this by the committee.

The committee was clear that THVCC does not have the remit or the resources to try to represent the village's view(s) regarding this and that its role is to encourage individual responses by villagers.

However, the committee did feel that it had a responsibility to draw the council's attention to the potential for the cafe alcohol licence to impact on the charitable business of the TVHCC and its continued ability to fulfil its charitable purposes. After discussion and agreement by the committee members, the committee drafted and sent the response below to represent the interests of the Hall in relation to the cafe licence application.

*FAO Gillian Herkes*

*Dear Gillian,*

*Further to the above licence application, Tynninghame Village Hall and Community Committee (TVHCC) would like to make a representation regarding this.*

*As you will be aware The TVHCC manages the Tynninghame Village Hall (TVH) on behalf of a charitable institution. The Village Hall is on Main Street, directly opposite the cafe for which the licence is being sought. The Village Hall is mainly a venue for community events, but is also rented for some events which extend into the evening such as parties and wedding celebrations. The committee recognises that these events cause some inconvenience to residents who live near the Hall and so has come to an informal agreement with them that TVH will be rented out for no more than eight such events per year. We note that the licence application from the cafe includes asking permission for an unspecified number of events at which alcohol could be served up to 22:00 on any day of the week.*

*The applicant, Dave Wakefield has assured us that he has no intention of opening beyond the cafe's current hours (9.30 - 16.30) and if this is the case then we see no cause for concern. If however, the cafe were to extend its hours and start to hold evening events this would put the TVHCC in a difficult position. The Committee might then feel itself to be under legitimate pressure to reduce the number of its own evening events per year and this might affect the economic viability of continuing to run TVH for the benefit of the local community.*

*We would therefore request that any licence granted is only for the cafe's existing opening hours.*

*Yours sincerely*

*Ian Staples (Chairperson)  
on behalf of the Tynninghame Village Hall and Community Committee*