

**Tynninghame Village Hall and Community Committee**  
**Minutes of meeting held on Monday 18<sup>th</sup> November at 7.30pm in**  
**Tynninghame Village Hall**

1. Ian welcomed the attendees to the meeting.

**Present:**

Ian Staples (IS)  
John Crowther (JC)  
Tim Harper (TH)  
Carol Crowther (CC)  
Sophie Wild (SW)  
Rob Hyndman (RH)  
Eric Martin, Hall Keeper (EM)

Adam Stockwell and Bob Gibson were in attendance as observers.

**Apologies:**

Apologies had been received from Danny Wight.

2. The minutes of the meeting held on 23<sup>rd</sup> September 2024 were approved by Sophie and Rob

**Matters arising:**

**a. Online presence**

Sophie reported that she has been actively updating the Hall's Facebook account, linking it to local businesses and the Hall's website. She has also been in contact with Philip from Our Locality regarding a complete renewal of the website, which is now around 15 years old. The current website incurs an annual cost of £80. We plan to develop a new, streamlined version of the website offline, aiming to replace the existing one with a more user-friendly design. (SW)

**b. Hall Handbook**

Carol informed the Committee that the Scottish Government/Charities had produced guidance on creating village hall handbooks. She would review this to determine if improvements could be made to the TVH Handbook and would implement any necessary changes. She reported that she and Sophie were behind schedule with the review of the Hall paperwork. However, the Hall booking and client management information had been reviewed and is now available on Dropbox. The next set of documents, including Hall management schedules and guidance, risk assessments, and governance documentation, will be reviewed and forwarded to the Committee

once updated. Once approved by the Committee, these too would then be added to Dropbox. (CC, SW)

### **c. Working groups and community ownership of communal areas**

It was agreed that as a first step it would be important to know which pieces of land were owned by the Estate and the pieces of land owned by village residents. (IS)

### **d. Tynninghame community heat project**

Ian reported that the feasibility study had been given the go ahead and the subgroup would now take this forward - as a first step, a questionnaire would be compiled to determine interest among villagers, what heating sources are currently being used and if properties had been insulated. (IS, SW, DW)

## **3. Hall management:**

### **a. Hall governance**

Carol reported that Eric and Ewelina's review was overdue - this would be attended to in January 2025. (CC)

### **b. Hall bookings, invoicing and pricing.**

Carol informed the meeting that the September annual review of pricing had been missed. It was too late now to inform clients and introduce the new prices at the end of the year. Carol, Ian and Sophie would meet on January 6<sup>th</sup>, 2025, to further discuss the matter and, hopefully, agreement could then be reached to allow the introduction of the new pricing in April. (CC, IS, SW)

## **4. Hall maintenance/improvements:**

### **a. Hall flooring replacement**

The discussion from the previous meeting had highlighted concerns raised by Andrew MacDonald regarding the floorboards, which he thought to be very thin in certain areas, possibly beyond repair. It was suggested that the boards may need to be replaced. Various options were now considered, and Ian would contact GL Flooring to assess the situation and determine the extent of the damage. The flooring would only be replaced completely if absolutely necessary, and if this is the case, several quotes will be obtained. (IS)

### **b. Painting of Toilets/Hall**

Carol raised the matter of smaller jobs, e.g. the interior paintwork of the Hall/toilets and suggested that these jobs could perhaps be undertaken by volunteers. This was agreed. It was thought that the painting would best be undertaken in February 2025.

It was noted that the areas affected by mould would require special treatment before painting. (All)

### **c. Installation of wood burning stove**

An email had been received from Erica Wimbush on behalf of the singers, who use the Hall on Wednesday evenings at 8pm, asking that the Committee consider the installation of a log burner to replace the open fire in the Hall - the fire is used by the yoga class immediately before the singers have their session and the Hall is consequently smoky. At least one of the singers suffers from Asthma.

There was a lively discussion on this, covering the environmental, economic and health arguments for and against installing a log burner. There was disagreement on what priority should be placed on this given the possible need to replace the Hall flooring. Or, indeed, if the installation of a log burner would be of any real benefit. It was agreed that the village residents should be consulted on this. The cost of installing a log burner would also be investigated. In the meantime, the singers should perhaps be offered an alternative day when the fire is not in use for their session. (IS, TH)

### **5. Treasurer's report:**

Tim reported that there was currently £24,000 in the TVHCC bank account. £700.00 had been made from the Harvest Festival lunch. This was split 70/30 between the Community Farm and the TVH. It was agreed that Tim would arrange for around half the money currently held to be placed in a short-term, high interest account. (TH)

Carol asked Tim if he would allow a petty cash float to ensure volunteers are paid promptly when they make purchases for the Hall. Tim agreed to this but stated that he always endeavoured to make payments quickly. (TH)

### **6. Dunpender Community Council report:**

A report had not been received.

### **7. Community engagement and events update:**

Carol informed the Committee of the events held since the last Committee meeting and those planned for the near future.

Carol reported that members of the Community Engagement Group (CEG) had carried out a deep clean of the kitchen and had tidied the shed. The Committee thanked the CEG for its efforts.

## **8. Any other business:**

### **a. Hallmaster System**

Eric informed the meeting of the Hallmaster system currently being used by the East Linton Community Hall – he thought that it ticks all our boxes and would resolve our calendar problems. It would cost £250.00 per year to run this application. It was agreed that a subgroup would investigate this further and report back to the Committee in due course. It was agreed after the meeting that the subgroup would comprise of Eric, Sophie and John. (EM, SW, JC)

### **b. Annual assessment of trees on Estate land**

The matter of trees on Estate land in the village had been raised by Rhys Green at the recent village community meeting with Georgina Weston, the Haddington Estate representative. It was understood that the Forester employed by the Estate carries out an annual assessment of all trees, identifying those that may require remedial management. Rhys had asked Georgina at the meeting if the Village Hall Committee could review the assessments for all those trees on Estate land that could impact village residents. Georgina had indicated that she would be happy to provide this information. Rhys asked Georgina in his follow up letter on this if she would send details of the annual assessments to Ian Staples as Chair of TVHCC.

The matter was discussed at length, and it was agreed that this would be an ongoing commitment for the Hall Committee. It is highly likely that this will require annual follow-ups if the information is not forthcoming. Indeed, since Rhys' follow up letter to Georgina on October 13<sup>th</sup>, Ian has not received any information from Georgina. It was concluded that this may not be a responsibility the Committee should undertake. Ian agreed to discuss the issue further with Rhys. (IS)

**c.** Shireen Green had sent the Secretary an email advising that the wedding bookings for 2025, had reached the maximum preferred of 8 weddings in total. Four weddings are back-to-back in May and October – it had been previously agreed that we would try to avoid this. Many of the events do not have a code to specify the type of event and some do not have the timing of the event. These points were noted and would be addressed. (EM, SW, JC)

### **d. Wasps and Bats**

Ian hadn't done anything about this yet but would contact a bat specialist early in 2025. (IS)

### **e. Benches**

The benches had not yet been installed - this was being dealt with by Danny. (DW)

**f. Xmas Tree**

Ian would send a thank you letter to a village resident for the donation of the Xmas tree.  
(IS)

**8. Notice Board**

The Notice Board had not been replaced yet. Ian would pursue this. (IS)

**9. Date of next meeting:**

Monday 10<sup>th</sup> February 2025 at 7.30pm

