



Crathes Hall Minutes of Trustee Meeting 13th May 2024

Attendees: Neil McHattie, Jen McHattie, John Gaunt, Derek Johnson, Joan Willox, Geoff Knight, William Binnie

Apologies: Sophie Wright, Gareth Hunt, Bert McIntosh, Jac Elliott

Review of previous minutes: Minutes of previous meetings on 27th February 2024 and 5th March 2024 were proposed as a correct record by Jen McHattie and John Gaunt.

Financial Update: John Gaunt presented 'Crathes Hall Financial report to Trustees 2024 YTD April 2024 (copy attached)

- Both hall and redevelopment account have positive balances after all outstanding current works paid for
- Hall hires down slightly from same time last year, thought to be weather related.
- NEAT arrangement to continue for community benefit. John to continue to monitor financial aspect of arrangement.

Refurbishment Update

- External painting – Additional cracks to be repaired before painting commences shortly.
- Solar panel proposal
 - Planning permission received however structural report advised that additional purlin reinforcement works required. Required support works being

priced. CARES being approached to assist with additional structural costs.

- Kitchen
 - £32k owing to us from community council fund.
 - Neil getting quotes for damp issue and kitchen equipment supply or donations from local suppliers.
 - William investigated alternative kitchen supplier funding however hall not deemed eligible.
- Foam pads for round windows – Being fitted shortly
- Stage skirt – Being fitted this week
- Remaining lighting and electrical scope and new hall heater - Joan to chase quotes
- Station Wood Update
 - Fencing, hedging, tree thinning completed
 - Geoff to organise initial event
- Hall signage
 - Jen to investigate additional funding opportunities
 - Jen to organise planting around new rock/signage
- Hall decoration by hirers – what can we allow? – Jac continuing to investigate options
- George Mowat provided with £100 gift voucher to recognise significant contribution he made to the hall.
- External, carpark and sign lighting – Trustees discussed all available options and Derek to complete further investigations following discussions.
- Updating of hall policy documents – Neil still reviewing
- Treasurer/Bookkeeper role – John trialling Bank of Scotland web-based system with a view to further streamlining financial processes. Role still open.



- Hall keeper role – Derek kindly offered to oversee, with assistance from all Trustees when required.
- Defib training - Sophie will arrange training.
- Roads department future works - Carpark may be used during future works. Any related damage to be rectified.
- New trustees required – 1 position still available
- Public Entertainment Licence renewal
 - Joan applying
 - Neil to provide updated risk assessment
 - John to provide current scaled floor plan
- AOB
 - Insurance to be updated to include Station Wood
- Next Meeting 6.30pm, Monday 26th August 2024, at McHattie's House