

Crathes Public Hall Trust (SCIO 043007)  
Minutes of Trustee Meeting 4<sup>th</sup> November 2024

**Attendees:** Neil McHattie, John Gaunt, Joan Willox, William Binnie, Jac Elliott, Derek Johnson, Geoff Knight, Jen McHattie, Sophie Wright, Gareth Hunt

**Apologies:** Bert McIntosh

**Review of previous minutes:** Minutes of previous meeting on 2<sup>nd</sup> September 2024 were proposed as a correct record by Neil McHattie and seconded by Gareth Hunt.

**Financial Update:** John Gaunt presented 'Crathes Hall Accounts as at 4/11/2024' (copy attached)

- Healthy balance remains after allowing for solar project costs
- Power costs down slightly

**Remaining Refurbishment**

- Solar panel Project – Progressing
  - Engineering approved and order confirmed
  - Roof modifications forecast mid-November 2024
  - Installation forecast December 2024

*The Trustees also acknowledged the huge amount of time and effort put in by John Gaunt, assisted by Derek Johnson, to manage this project. Solar panels will be of great benefit to the hall and the community, and the project*

*would not have progressed without John and Derek's tireless efforts. Thanks John and Derek!*

- Kitchen
  - Funding available until end of 2025
  - Investigation remains ongoing regarding option of installing a flexible catering style kitchen, along with a potential extension to the kitchen.
  - Works still required to investigate and resolve damp issue.
  - Derek/William to review hall layout drawings
  - Power supply to be checked
  - Working party volunteers to progress kitchen upgrade confirmed as Neil, Jac, Joan and Derek.
  - Gareth to contact kitchen designer for advice

## **Other Matters**

- Station Wood Update
  - Geoff organising event for Spring 2025
- Community Council proposal for bike lockers in the hall carpark
  - Community Council confirmed that lockers would be owned and managed by Aberdeenshire Council
  - Trustees noted that there is an existing covered bike facility in the car park that appears to be rarely used and therefore voted to decline the proposal at this time.
- Xmas decoration upgrade requirements – Joan, Jac, Jen and Sophie to review
- Updating policy documents – Remains with Neil

- Glass partition door – hinges repaired and door operating.
- Car park border west side of the hall - Derek to check quotes/donation for chuckies and edging
- Website contingency plan – William reviewing and now has access
- ‘Crathes’ Domain - Currently owned by Crathes resident. Hall are seeking to secure the domain if possible. Neil still investigating
- Upcoming fundraising events
  - New Year Ceilidh sold out
  - Xmas cracker event potentially 15<sup>th</sup> December 2024 – Geoff to confirm
  - Race night - William contacting organiser - proposed spring 2025
  - Summer ceilidh 2025 to be organised
- 1 Trustee position remains vacant
- Treasurer position vacant 2025
- Automating membership details and mail list – William reviewing (ensuring compliance with GDPR).
- Several email survey options available for community consultation – No further action required until kitchen options established.

## **AOB**

- Cleaners now to do window internal cleaning every 3 months
- Condensation on windows – Blinds to be left high to allow for circulation

- Round window pads (if damp) to be dried before storing (Duty Trustee to check after hires)
- Geoff to organise, place and monitor humidity sensor in the hall storeroom
- Stage erection/dismantle master class at next Fly (7<sup>th</sup> December)
- The Trustees discussed unjustifiable comments, directed at Trustees, in emails received from a hall user. The Trustees unanimously agreed that any future correspondence of that nature would result in the review and potential cancellation of future bookings.

Next Meeting 6.30pm, Monday 3<sup>rd</sup> Feb 2025 at McHatties House