

**MINUTES OF THE PITCAIRNGREEN VILLAGE ASSOCIATION
COMMITTEE MEETING HELD ON
MONDAY 13 OCTOBER 2014**

COMMITTEE MEMBERS PRESENT:

Andy Blues, Pat Burnett, David Clifford, Elspeth Farmer, Hilary Mackenzie, Andrew Robinson, Amanda McGowan, Wilma Lumsden, Crawford Scott

Item	Detail	Action
1	Welcome and Apologies	
1.1	<p>Apologies received from Andrew Still, Lee Harvey, Jim McWilliams.</p> <p>Crawford Scott tendered his resignation with immediate effect. CS gave his reasons to the Committee which included; respecting the decisions of the Committee, discipline / conduct within the meetings as well as without and due respect being given to the Chair.</p> <p><i>CS left the meeting.</i></p> <p>PB reminded the Committee that we are there to serve the village.</p> <p>DC underscored that majority decisions must be abided by, not re-visited, not be undermined nor counter briefed within the community by a minority. He also asked for respect for the Secretary.</p>	
2	Minute of the Last Meeting	
2.1	<p>Proposer: Andrew Blues Seconded: Amanda McGowan</p>	
3	Matters Arising	
3.1	<p>Meeting Venue</p> <p>As agreed at the end of the previous meeting AR asked the committee to vote for the pub, the hall, or alternate meeting places. Five voted for the pub, 3 for the hall, two for alternate meetings. AR had the non-attendees votes recorded. AR said that he had no real preference, however, felt that the issue should be put to bed for good. It was agreed to continue with other business and return to the matter to allow for progress to be made on the other items on the agenda.</p> <p>On returning to the issue at the end of the meeting, Andrew placed his vote for alternate meeting places. Elspeth and Amanda also asked that their votes also be moved to Alternate meeting places. Andrew then placed a casting vote on the matter, thus resolving that meetings would be held alternately between the Village Hall and Pitcairngreen Inn.</p>	
4	PVA Accounts	
4.1	<p>Wilma went over the Treasurers report which had been circulated by e-mail in advance of the meeting.</p> <p>Questions were asked about the arrangement in place for the PU5's non-</p>	WL AR

	<p>payment of rent in exchange for their contribution toward Electricity and Gas costs during their time of financial difficulties.</p> <p>The boiler is programmed to go on at 0800 and off at 12 Noon. The PU5's Team Leader reads the meter when she goes in at 0900 and when she leaves at 12.45.</p> <p>It was noted that the PU5's use the back hall 5 mornings a week, which equates to 66% of the current hall bookings but Wilma's calculations do not equate to 66% of the electricity and gas consumption.</p> <p>WL and AR reported that although the PU5's numbers are increasing, all the money they have pays for the staff with a staff to child ratio of 1:8. They have 11 children, so need 2 staff. The Administrator is paid for by the parents as part of a monthly admin fee.</p> <p>AR said the PU5's Treasurer had told them about their fund raising campaigns. Including a 100 club where people pay £5 per month but can win money back from a monthly draw. AR said he and WL had seen the PU5's business plan.</p> <p>It was noted that the PU5's provide an important service to the wider community and the community values their presence.</p> <p>The PU5's financial circumstance will be reviewed again in December in line with the agreement made between the Committee and the PU5s.</p>	PVA
4.2	<p>Recruitment of Replacement Hall Keeper</p> <p>AR reported that he had sought legal advice from SCVO and Peter Stewart on the Service Occupancy Agreement as agreed. AR said that an employment specialist from Harper MacLeod had called him and had confirmed that the arrangement did not create an employment, however, he had still to check with a colleague who specialised in housing law. AR said Peter Stewart, had been passed a copy of all the documentation at the same time as SCVO but had not yet responded to either of his e-mails.</p> <p>DC raised the question as to whether a live-in hall keeper/janitor was still appropriate or whether it might be better to let the flat for profit and arrange opening, closing and cleaning of the hall in a different way but it was considered by those who had been covering the work that this would be extremely unpractical and potentially very costly. DC and PB both advised that they were unable to take a turn covering for the Hall Keeper.</p> <p>It had previously been agreed that AR would approach Brian or Denise Fagg or Heather Brand to sit on the interview panel. BF & DF had both declined to be involved on health grounds. AR asked if he, LH and AB could go ahead if the agreed people were not available. AR had already approached Heather Brand and was awaiting her response. It was agreed that if she was unavailable, AR, LH and AB would carry out the interviews themselves.</p>	AR LH AB HB

4.3	<p>Hall Bookings</p> <p>EF reported an increase in children's parties in the hall, which she attributed to parents / grandparents of PU5's.</p> <p>Bookings were to be transferred from EF to HM until the end of November, while EF is away.</p> <p>EF has emailed individual committee members their weeks' duties for opening up, closing and cleaning the hall.</p> <p>EF was asked to provide the committee with a master list of who was on duty each week.</p>	HM EF
5	<p>Recruitment of Hall Keeper</p>	
5.1	<p>Repair Works in Hall Keepers Flat</p> <p>Chimney – it was agreed that one more quote would be sought to de-commission the open fireplace in the flat. AB was to arrange this.</p> <p>HM to check the two earlier fireplace quotes.</p> <p>HM to see if a grant is available to upgrade heating in the flat.</p> <p>The Heggison's could have had the heating system upgraded due to their benefits. This would only apply for a new occupant of the flat.</p> <p>AB said 2nd quote for electrical repairs and re-wiring was £2,500 plus VAT. EF did not present a quote, but said that her electrician had advised that the work didn't need done.</p> <p>It was agreed that it would be best to bring the property back up to standard whilst it was empty and AR asked HM to have DB McIntyre, to conduct the repairs and re-wiring ASAP as per the quote.</p>	AB HM HM AR EF HM
6	<p>Events</p>	
6.1	<p>The Craft Show</p> <p>Posters and Desk Signs – AM</p> <p>Entry including tea and homemade baking – Adults £3.50, children under 16 50p, tables £20 per full size table.</p> <p>It was agreed that the event should be well publicised. There was discussion about a banner but no decision was made.</p> <p>Road signs –, PB, AB to erect. WL to check if JM has old signs.</p> <p>Car Parking – It was agreed that parking would be marked but not marshalled.</p> <p>Thursday 23 Oct at 7pm – Marquee/Hall set up</p> <p>Publicity – Helen Burnett and HM; website AMcG; Facebook AR; PKAVS and FCHA HM</p> <p>Flowers – HM to ask Robina Chalmers to make table posies. Names of all helpers to be put into a hat and drawn for the table posies after the craft show.</p>	AM PB AB WL PB HB HM AMcG AR HM
6.2	<p>St Andrew's Night</p> <p>PB requested that St Andrew's night be discussed as he had already made some bookings for this. AR advised that nobody else was aware of this and that JM, WL and CS had stepped in as nobody else was aware that anything had been organised. AR said that JM had booked The Brig. AR to check on this. PB was keen to take over the event and WL agreed to hand it over to him and HM and AM.</p> <p><i>PB Left the meeting.</i></p>	AR PB HM AMcG

6.3	Christmas Party Tentative ideas are for a ceilidh, a curry, a disco. Pat M. LH are to join a sub-committee of AR and JM.	AR LH P&JM
7	AOCB	
7.1	Notice Board. The Committee discussed Michael Stewart's e-mail regarding the second notice board and agreed that it was not appropriate to publish his article on our website. Two Committee members had agreed to speak with the individual responsible for putting this up in the first place to request its removal.	
7.2	AR advised that Tom Band had approached him regarding the publishing of his book on the ceramic tiles outside of the hall. Tom had wondered if the Committee would consider paying for the publishing of the books. AR to speak to Tom to get further details.	
8	Date of Next Meeting	
8.1	Monday, 10 November 2014 – 6:30pm – Pitcairngreen Village Hall	

Signed by Chair: *Andrew Robinson*

Date: 08/12/2014