

## SALTOUN COMMUNITY ASSOCIATION (SCIO)

### Minutes of Committee/ Board Meeting held on Monday 9<sup>th</sup> September 2024 at 7.30pm in Fletcher Hall

**Attendees:** Alastair Wyllie (AW), Clare Galloway (CG), Brian Beattie (BB), Rhona Wilson (RW), Holly Hardy (HH)  
Elaine Barratt (EB), Kerry McIntosh (KMc), Jill Jeans (JJ), Candy Hatherly (CH)

Item	Description	Action
1.	<p><b><u>Apologies</u></b> None</p>	
2.	<p><b><u>Approval of Minutes from previous meeting</u></b> Final minutes from Committee / Board Meeting 29<sup>th</sup> July 2024 approved and will be posted in the noticeboard and online.</p>	RW/AW
3.	<p><b><u>Matters Arising and Action Points</u></b></p> <p><b><u>3.1 Allocation of workstreams</u></b> New workstreams agreed.</p> <p><b><u>3.2 Events</u></b>  <ul style="list-style-type: none"> <li>- Family Halloween Party Set for Sunday 27<sup>th</sup> October. Starting with an outdoor letter hunt by torch light, finishing in the hall with costume competition, kids' activities and light refreshments. JJ offered decorations.</li> <li>- Family Winter event Provisionally earmarked for Sunday 8<sup>th</sup> December, 2-430pm. Details to be discussed outwith this meeting.</li> </ul> </p> <p><b><u>3.3 Maintenance</u></b> In addition to information in the progress report about ongoing roof leak, AW shared details of latest discussion with ELC Asbestos Manager who is about to submit a report to line managers detailing repair costs. Essential remedial works (mainly for roof) estimated at £15k and may include propping but not timber treatment which was a further £6k. The floor is currently showing no signs of sponginess but will require monitoring going forward. Initial ELC reaction is that only minor repairs could be undertaken by them until school officially mothballs on Oct 11<sup>th</sup> but we await a final decision.</p> <p>Committee members raised concerns around ELC's future support of the hall, specifically maintenance of the grounds, asbestos management and air quality tests, as well as structural inspections of the gable end propping. There was further discussion around availability of area partnership funding or potential sharing of repair costs.</p> <p>AW gave an overview of the issues surrounding the hall's future and lack of progress or communication from ELC at a recent Community Council meeting. Councillor Shamin Akhtar, present at the meeting, was keen to look into this further and requested additional information. AW is preparing a report, which he will circulate tomorrow to all local Councillors.</p> <p>Shed roof work quotation from Justin Frankland previously agreed. He now suggested additional internal work to improve insulation and weatherproofing of shed to allow upholstered chairs to be stored there and thus free up the anteroom. There was brief discussion about any remaining risk to the chairs from air moisture but, given that other internal improvements to the main hall had been put on hold pending a decision on the kitchen/roof repairs, the committee felt the shed interior was not a current priority.</p> <p>Longer discussion followed about the outstanding interior refurbishments that had previously been considered, but was agreed that it would be sensible to await the decision from ELC first.</p>	Events group  Events group  AW

	<p><b>3.4 Governance and Financial Matters</b></p> <p>Clarification was made over dates for school invoicing terms. Final invoice to be prepared for this year up until close of school. Payment being chased for the previous year of hire (and for polling station use) as ELC had attempted to pay into former (closed) bank account despite having new details.</p> <p>Items belonging to the school will need to be removed. AW has contacted ELC Education Dept. and EB will also contact the school to arrange a date for collection.</p> <p>Annual Return for 2023 signed off and submitted to OSCR 8<sup>th</sup> August 2024.</p> <p><b>3.5 Fundraising</b></p> <p>Still awaiting outcome from Benefact Group - Movement for Good Larger Grant application. Announcements should be made by the end of September.</p> <p>HH has found another possible grant. HH and CH to look into this further. JJ will continue to keep an eye out on other suitable grant sources.</p> <p><b>3.6 Defibrillator</b></p> <p>AW confirmed that the emergency services have the correct code for the defibrillator network, but he has also lubricated the keypad.</p> <p><b>3.7 Liaison on community matters and needs</b></p> <p>Following a meeting hosted by the community council, AW asked that should anyone wishing to be involved in the preparation of a Local Place Plan (gathering the community's aspirations) should contact him initially.</p> <p>JJ also suggested reaching out to the local community development officer.</p>	<p><b>BB</b></p> <p><b>AW/EB</b></p> <p><b>HH/CH</b></p> <p><b>ALL</b></p> <p><b>JJ</b></p>
4.	<p><b>AOB</b></p> <p>HH reported back on Christmas lights. Two solutions for outdoor battery powered lights. One is a low voltage option and can run for up to 72 days on one set of C-type. The only downside: reviews say they can appear dim. Second option is run from a 12v battery which would be brighter but also possibly requires a timer and transformer. HH will share options and pricing by email.</p>	<p><b>HH</b></p>
5.	<p><b>Next Meeting</b></p> <p>Monday 11<sup>th</sup> November 2024 at 7.30pm.</p>	