

**MINUTES OF THE PITCAIRNGREEN VILLAGE ASSOCIATION
COMMITTEE MEETING HELD ON
MONDAY 8 DECEMBER 2014**

COMMITTEE MEMBERS PRESENT:

Elsbeth Farmer, Wilma Lumsden, Amanda McGowan, Andrew Robinson, Andrew Still, Lee Harvey

Item	Detail	Action
1	Welcome & Apologies	
1.1	Apologies received from Andy Blues and Hilary Mackenzie	
2	Minutes of Previous Meeting	
2.1	October minutes proposed by Amanda McGowan and seconded by Elspeth Farmer.	
2.2	November minutes proposed by Andrew Still and seconded by Wilma Lumsden	
3	Matters Arising	
3.1	Continuing to look for replacement hall keeper, to re-advertise in January. John, the previous preferred candidate to contact Andrew at start of 2015. If no success by February, to look at other options such as letting flat and hiring cleaners.	
4	Business	
4.1	PU5's Chair and Treasure came to meeting and explained the great fundraising efforts that have been made. They proposed that from 1 st January 2015 to pay £100 per calendar month, up to end of their academic year (29 th June 2015), for use of the hall. All committee members present agreed to this. It will be reviewed again at the end of this time.	
4.2	All committee members present opted to adopt the proposed Code of Conduct and signed the declarations. This was proposed by Amanda McGowan and seconded by Andrew Still. LH to give AB and HM a copy to read and sign.	LH
4.3	The Committee agreed that when ordering goods or services, the supplier must send their invoice directly to the treasurer rather than the person who requested the quote or placed the order. It was also agreed that any cash collected prior to or during an event must be passed directly to the treasurer and not dispensed to settle costs which should be dealt with by invoice or as directed by the treasurer. Accounts approved by all present.	
5	Facilities	
5.1	Fire has been condemned in the hall keepers flat. AS looking into Biomass boiler for heating hall and flat. Woodburning stove would cost 2K+ and grant would be paid to occupier of flat, not the PVA. AS looking into costs for gas heating for flat. Not to go ahead with decoration until heating system decided upon. Painting of sheds to be done in better weather. AS has cleaned low gutters and AB to assist AS and clear out high gutters.	AS AB & AS
5.2	WL spoke to Tom Angus, who was going to look into solutions, but WL had not heard back from him. WL to ask him again. LH to contact Perth College to see if they have anyone who can advise	WL LH

	on acoustic solutions.	
5.3	Kitchen paper towel and soap dispenser to get put up	AM
6	Events	
6.1	St Andrews night was well attended and £567.96 profit was made. Feedback was that "it was the best one yet". A lot of work for the three committee members who attended.	
6.2	Christmas Party on Sunday, 21 December from 4pm till late. People asked to bring pot luck curries etc. We are to provide rice and naans from 5pm. BYOB, projector to go in back hall for kids films. Jo Johnson will do some games for the kids. £2 for adults and £1 per child.	
6.3	Meal for committee members in mid- January. AR to look at possible dates. AS is keen to run a Jazz night, perhaps in conjunction with the PU5s. Get a liquor licence and run a bar. EF to contact Louise Ogilvy for possible dates	AR EF
7	AOCB	
7.1	AR fears that it would not be safe to put Christmas Tree lights on a timer.	
7.2	HM was not present to discuss this, so EF to contact Robina, to organise completion of the Logo.	EF
7.3	AR has set up new email addresses for the PVA	
8	Future Meetings	
8.1	<u>There is no meeting in January.</u> Next meeting to be held in Pitcairngreen Village Hall on Mon 9 th February 2015	

Signed by Chair:

Andrew Robinson

Date: 09/02/2015