Minutes of North Middleton Village Community Hall Committee Meeting

5th October 2026

Present: Janet Donaldson (JD)
Norma McDonald (NM)
Anne Robertson (AR)
Craig Purves (CP)
Carrie Bennett (CB)

Apologies: Lynne Morris (LM)
Dan McCormack (DM)

In attendance: Warwick Jones (WJ)

Welcome **Action**

JD welcomed everyone to the meeting; apologies were noted from LM and DM.
JD also welcomed Warwick Jones to the meeting. WJ had attended the AGM in September and had indicated his interest in joining the committee. There were no objections raised at the AGM or at this committee meeting to WJ's enrolment on the committee and, as such, JD welcomed WJ as a new committee member.
JD also advised that Jen Russell had resigned from the committee. JR had however agreed to continue to administer the boiler installation and grant applications until completion. The committee thanked JR for her tenure on the committee and all her hard work regarding the grant application and appreciated her continued help on this.

Actions from Minutes of Last Meeting:

Quote for replacement taps received. Would be discussed further after heating installation. c/f to future mtg

Treasurers/Financial Update

Balance at 30/09/26
Current Account. £1831
Deposits Held £970
TOTAL CURRENT ACCOUNT £861
Savings Account. £17527
Heating funds. £3354
TOTAL £20881
restricted £2162
TOTAL SAVINGS ACCOUNT £23043
TOTAL IN BANK £24874
Float £200 petty cash £321 = £431

Hoedown figures:

Ticket sales	£333
Food costs	£100
Profit	£233
Raffle	£97
Bar	£480
Total takings	£820

Boiler Grant Update

JD advised that confirmation has been received for the installation as planned on 26th October. Users of the hall have been advised that the hall would be closed for that week. It is hoped XKY Energy can complete the installation in less time however this would not really be known until the installation commences. However completion within 5 days is anticipated
The hall cupboard would need to be cleared prior to the installation date and JD has advised users who are storing equipment in that area that they need to remove any valuable items and again advised that no third party items are insured under the hall policy if left there. NM also advised that the boiler room did have some items in it that need to be removed.

Bar Update

NM advised that there had been an incident in the bar on 2nd October and this has resulted in an individual to be refused entry to the hall and bar in the future. Full information has been recorded in the refusals book at the bar and volunteer bar staff advised.

Current CCTV facilities were discussed and it was agreed to increase this in other areas and look into upgrading the cameras. c/f to future mtg

Hall Bookings/Events

Summer Fete – the summer fete was a great success and the traditional games seemed to be well received. A few points of note when organising for next year were whether games should be ticketed, the need for more volunteers, face painter queue too long so better way of dealing with that required, also face painter and messy church to be in area away from trading stalls. A master of ceremonies would also be good to ensure everyone knows what is happening and when.

Hoe Down – Good attendance, food was a great success, decoration of hall was really good. Need to get better sound system which is being dealt with. Would also look at a better structure for the karaoke, games, dancing etc.

AGM – wasn't well attended by the community despite advertising and welcoming attendance. Minutes are in the process of being done and checked and will obviously go on the website.

Halloween Party – will be a free event with the village being offered tickets first. NM will do a flyer slip and CB will distribute. After village has first ticket allocation then can be advertised on other platforms on first come first served. 6pm to 8pm with games and prizes. Need to assess the Halloween decorations for the hall. NM/CB

Friday 16th October – committee room booked 11.30 – 2.30pm. **NM opening and closing.**
Sunday 18th October – hall and kitchen
Saturday, 24th October 1pm-5pm **CB to open and transfer** for 5pm-10pm booking with kitchen. **CP to close.**
Sunday 25th October 11.30 – 3pm **CB to open and will close** after Messy church
Week of 26th October is heating installation
Friday, 30th October is the Halloween party
Sunday 1st November 1pm – 5pm hall with bar from 2-4pm. **NM and LM open and close**
Saturday 7th November 5-12pm party with bar. **NM and LM open and close**
Sunday 8th November 1-5pm **CB to open and CP close**
Saturday 14th November 1.30 – 3.30 Committee room for crafting. **User will open and close**
14th November 6pm – 11pm Cocktails and Canapes **NM open and close**
Saturday 21st November Christmas Fayre. 5pm-10pm hall and kitchen booking **NM to open. DM to be asked to close.**
Thursday 26th November 7pm – 10pm School fundraiser with bar. **NM to open and close**

Saturday 28th November 12pm – 4pm **CP to open and close**
Tear Fund Quiz from 7pm to 10pm with bar **NM to open and close**
Sunday 29th November 9am to 4pm. **CB to open and close**

Bike Shelter

NM advised of a discussion LM had with Active Travel Midlothian who were proposing the installation of a covered bike stand and bike tool station. Apparently it was advised that situating this outside the hall wasn't possible due to the tree roots causing problems with the hard standing and instead it was proposed that this would go in the same location but on the other side of the fence.

JD advised that this wasn't a suitable alternative due to the fact that there would still be bikes left outside the hall on the grass and children wouldn't go around to the back of the fence to secure their bikes in the bike rack. Also this wouldn't be covered by CCTV. This was also agreed by the majority of the committee. NM would feed this back to LM. NM/LM

Hall Terms and Conditions:

JD advised that there was a need to revisit the Terms and Conditions for hall hire and use. The hall has costs for commercial waste at £90 per month and this was being regularly being compromised to the detriment of the required hall usage. Also storage was an issue and needed to be clearly defined and clarified. After a general discussion, it was agreed that JD would email the current T&Cs and that this be the main agenda point for the November meeting to establish and define for 2027. JD

Any Other Business:

AR to facilitate return of keys from resigned committee member. AR

Date of Next Meeting : Monday, 2nd November 2026 @ 6pm