

Minutes of North Middleton Village Community Hall Committee Meeting

6th July 2026

Janet Donaldson (JD)
Norma McDonald (NM)
Anne Robertson (AR)
Lynne Morris (LM)
Carrie Bennett (CB)
Jen Russell (JR)

Apologies: Craig Purves (CP)
Dan McCormack (DM)

Welcome

Action

JD welcomed everyone to the meeting and apologies were noted.

Actions from Minutes of Last Meeting:

New cleaner was in place commencing a regular clean each Friday at 7am-9.30am.

CB now has the patio door key in case of any inability to get into the hall via the front door.
CB will hand to AR for retention during holidays.

Badminton/pickleball lines are now down in the hall and available for bookings.

Treasurers/Financial Update

Balance at 30/6/26

Current Account. £2763
(includes £650 deposits)=£2113

Savings Account. £11904

Heating funds. £2506

Total. £14401

restricted £2162

Total in savings. £16575

TOTAL IN BANK £19338

Float £200 petty cash £21 = £221

Accounts are back from accountants and balance of invoice paid (£140 Total £810)

Any questions regarding the accounts at any time to be referred to LM.

Summer Fete

CB advised that we need to find a qualified first aider to attend the Fete. JD is to ask her neighbour in the first instance.

JD

All stalls confirmed and paid for. Inflatables require payment 2 weeks prior to the Fete date.

Dog competition to start at 1.30 after the Fete is opened by Borthwick District Pipe Band.

Judge and prize yet to be confirmed.

Agreed ice creams will be bought and sold at the hall.

CB had the Hook A Duck equipment. Agreed small prizes for hooking a duck and a bigger prize for hooking a specially marked duck. Prizes for the games to be small items such as Haribo and lollipops.

CB had also sourced coconut shy equipment. Coconuts are being donated by AR's contact at Tesco. JD has sent email in this regard as requested.

LM asked JD if she could create labelling for the corn hole game. Bean bags to be sourced.

JD

Tombola being arranged by Anne Livingston (A7 Stompers) 5 shots for £1. There will also be a separate “adults” tombola with alcohol for £2. Tombola can be positioned in the main hall at the fire exit/window side.

Volunteers to be sourced to help with various stalls and tasks.

Boiler Grant Update

JR advised that the structural engineer’s report on the roof had come back as being unable to sustain the proposed solar panels, which obviously is a disappointing result. JR was discussing options available with the architect and he will come back to JR with his findings.

Tyne & Esk LAG meeting is scheduled for July.

All the evidence to support the CARES grant has been submitted and approved and JR has now submitted the grant application.

The committee acknowledged and thanked JR for all her hard work and effort in coordinating with the various parties involved and her ongoing efforts in this regard.

NM advised that the boiler had been switched off end of June during the hotter weather, which has assisted in reducing the electric bill, however it has become apparent that there is an error message now on the panel and the immersion system is unable to be switched back on again. It was agreed to however wait to initiate any service call out until more information on the boiler replacement/grant was advised to JR.

Incorporated Charity Status

JD advised that during the grant application process it has become apparent that the charity status of the hall needs to be changed to incorporated in order to protect both the Trustees and committee from any financial and personal liability. This would require a lot of paperwork and possibly the services of a lawyer. In the first instance the Trust Deeds needed to be found and looking through all the governance documents and legal registration. It was agreed by the committee that this was needed and that steps should be taken to look into starting the change.

JD

CB forwarded JB some information she had from the original solicitors and JD will forward the OSCR link to committee members with the information on what was required.

Bar

The draught beer had been problematic over the past two weeks. There was a gas leak and the beer is pulling flat. There could be an issue of the keg getting too hot, as this area was hitting 25 degrees at some points of the day.. Scott from Cellar Genie had serviced the chiller and has given advice on cooling the in use keg with a cover that can be installed easily. Agreed this was something that could resolve the problem of overheating and to investigate further. CB suggested that Bellhaven could also service the beer equipment as they had installed it initially. LM to investigate.

LM

NM had been in contact with the Licensing Officer regarding the stipulation about children being 1M from the bar. This seems to be a standard requirement in Midlothian as a whole for licensed premises. There may be an option to request an amendment to the conditions which NM will look at further. In the meantime there will be a notice put up at the bar advising of this requirement and it will be managed sensibly by the volunteer bar staff. NM asked that any bar matters be passed via herself so that she’s fully aware of anything and can get answers through the correct channels if needed.

NM

CB asked that if using the projector for bar night showings that this be switched off at the projector first and then allowed to cool via the fan until switching off at the wall. This will be relayed to all the bar helpers.

It was agreed to open for the World Cup Final and try and gauge attendance via FB post.

LM

Social Media

LM advised that she only had partial admin rights on the current FB page and therefore a new FB page would require to be created. This was discussed in full and agreed. Committee thanked LM for undertaking this task.

LM

Hall Bookings/Events

11th July: 10-12 for dog training. **NM to open and close.**

19th July: 1-5pm **AR to open and LM to close**

25th July: Warhammer are holding a tournament. JR to ask if they want the bar for a couple of hours and to get information for LM to promote their event on the hall social media.

JR/LM

26th July: 1-5pm with bar booking 2-4pm. **NM/LM to arrange open and close and bar**

1st August : 1-5pm for children's party. **NM to open, LM to close.**

2nd August : 1-5 for children's party. **CB to open and close.**

8th August: 1-5 for children's party. **AR to open JR to close.**

23rd August: Summer Fete

Friday 25th September at 7pm agreed for the AGM. This needs to be advertised 3 weeks before.

Halloween Party, Christmas party and Hogmany to be discussed at next meeting.

It was agreed that any feedback or issues with hirers of the hall should be fed to JD in the first instance. A more positive user approach to WhatsApp group to be adopted.

ALL

Any Other Business:

The vestibule lock seemed to be causing problems with some key holders and therefore would be left open in the short term. JD to advise hirers and NM to advise volunteer bar staff.

JD/NM

Date of Next Meeting : Monday, 3rd August 2026