

## **Carron Community Hall Council (CCHC)**

### **Management Committee Meeting Minutes**

**Date:** Wednesday 13 May 2026

**Time:** 19:00

**Venue:** Carron Community Hall

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#### **1. Welcome and Apologies**

The meeting was opened by Chris, who advised the committee that Stuart had resigned as Chair.

The committee expressed sincere gratitude for Stuart's significant contribution during his term, particularly regarding improvements to the hall, maintenance standards, and the overall cleanliness and organisation of the premises.

Apologies recorded for Stuart, Sally, Bill, Paula & George.

Attending: Chris, Aart, Sheena, Lorraine, Linda

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#### **2. Minutes of the Previous Meeting (4 December 2025)**

The minutes of the previous meeting were reviewed and approved without amendment.

There were no matters arising not otherwise covered on the agenda.

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#### **3. Resignation of Chair**

The committee formally noted Stuart's resignation as Chair.

It was agreed that the committee would continue without appointing an interim Chair until the next AGM unless a volunteer comes forward sooner. Meetings will be chaired according to availability in the meantime.

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#### **4. Progress Report: Completed Capital Works & Maintenance**

##### **Roofing**

Chris confirmed that the main hall slate roof replacement has been completed.

Some work remains outstanding on the flat roof of the meeting room, specifically replacing a half-cut sheet with a full sheet in line with best practice. Chris will follow this up.

## **General Maintenance**

Chris reported that Stuart had carried out a deep clean of the small meeting room, toilets and kitchen area.

## **Electrical Works**

Chris confirmed that all electrical works, including replacement breakers for the main hall heaters, have now been completed.

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## **5. Hall Operations and Community Requests**

### **Craft Group Request**

Aart advised that the rug had been returned to the room.

The committee agreed that, in the longer term, a hard-wearing carpet or carpet tiles should be fitted in the room.

The committee also agreed that the existing storage arrangements should be reinstated.

### **Access and Bookings**

Chris reported that there had been no progress yet regarding updated booking procedures.

Sheena noted that she had obtained information relating to booking arrangements used by Archiestown Hall.

### **Cleaning Arrangements**

Sheena provided Chris with details of a cleaner for consideration. Chris will follow up.

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## **6. Finance and Funding Update**

### **Fred Olsen Windfarm Fund**

Chris confirmed that the requested funding of £118,317.00 for the heating system and front door project had been released by the Fred Olsen Windfarm Fund.

### **Treasurer's Report**

Chris presented the Treasurer's Report and advised that the current bank balance stands at approximately £85,125.

It was noted that the majority of these funds are already committed to planned improvement works, with approximately £12,000 estimated to remain available after completion of current projects.

The next planned projects are:

- Replacement of the front doors
- Installation of a new heating system

Chris confirmed that work to replace the front doors will proceed.

In addition to previously received quotations for oil and gas heating systems, a quotation for an electric heating system incorporating solar panels and battery storage had been received that day, at a cost of approximately £36,000. The proposal will require further assessment by Chris and Aart.

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## **7. Outstanding Actions and Projects**

### **Shelter Footings - Speyside Way**

The committee discussed a request from Howard Kyte to continue the shelter project.

It was confirmed that the committee is no longer involved in the project. Aart will ask Howard to box in the remaining footings to ensure they are made safe.

### **Heating System**

The replacement of the heating system was discussed under finance and funding.

### **Entrance Door**

The replacement of the entrance doors was discussed under finance and funding.

### **Road Maintenance**

No updates were available regarding funding options for resurfacing the Imperial Cottages road.

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## **8. Governance and Communication**

### **Digital Presence**

Aart advised that the website address should be distributed with the meeting minutes.

<https://www.carronhall.org.uk/>

Sheena proposed publishing a message in the Carron Village Facebook group seeking interest from anyone willing to take on the role of Chair. Aart will arrange this.

### **Policy Review**

Discussion regarding hall policies was postponed from the previous meeting and remains outstanding.

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### **9. Any Other Competent Business (AOCB)**

Chris advised that an update on the kitchen refurbishment project will be provided at the next meeting.

Sheena asked whether the hall is ready for use. The committee confirmed that the hall is technically ready for use, although installation of the heating system is still outstanding. It was felt that future progress now depends largely on community members taking forward ideas for events and activities.

Linda asked whether it would be possible to call an emergency AGM before November. The committee confirmed that there is no reason why this could not be done, provided sufficient attendance can be secured to support formation of a new committee.

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### **10. Date of Next Meeting**

**Wednesday 10 June 2026 at 19:00**