

Tullynessle & Forbes Community and Hall Association
AGM 2021-22 – 19/05/22

Trustees' Report 2022

This report covers the period to 5/4/22. Due to COVID 19, the Hall was closed for much of the previous year between April 2020 and April 2021 opening according to guidelines early in this financial year. Administratively, COVID 19 created a lot of paperwork associated with keeping up with current guidelines and ensuring the Hall and access to the Hall stayed within the ever changing guidelines and also researching and applying for support financially. Many thanks go to those who were closely involved in that effort. At time of writing, the hall is fully open with bookings starting to ramp back up again.

In regard to our objectives for the year much has been achieved. In terms of Social Objectives, our Haud Forrit newsletter was produced and circulated to the Community, Tullynessle Hall features on the 'Enjoy Alford and Donside' App and Website, a Critter Keeper event was organised to attract the younger generation and briefly Tiny Talk Aberdeenshire ran at the Hall teaching sign language to babies. Tullynessle Calendar was produced again to great acclaim, thanks to Sue Gassaway for orchestrating that activity beautifully as always. The much loved Producers Market ran and was an outstanding success as always as was the Tullynessle Open Gardens Event, and 'A Night with Maureen Smith – Medium' which was also very well attended despite very little marketing. Well done to all that were involved in these activities. The Tully Bus (funded by Adapt & Thrive) made its debut for several events, albeit it has been recognised that this service will take a while to be known about and used more prolifically, it does however tie into our objective to allow our activities to be open to those members of the community who may not or choose not to drive to the Hall.

In terms of Facilities Objectives, bulbs and shrubs were planted and slabs laid to make the access to the external bins a little less 'dubby'!. Financially, our Treasurer, Alicia Murray, kept us right, monthly reports were produced and circulated to the Trustees and funds set aside to allow us to replace ageing equipment as the need arises. A close eye was kept on our Income vs Expenditure and whilst for several months we ran into the red, the Board were kept aware and plans made to address this issue going forward. In terms of Governance, all regulatory controls were carried out in terms of OSCR, HSE, Defib, Safety Audits and GDPR policies. Thanks to all involved with those activities. In terms of our legal form, a new SCIO charity SCO51048 was set up, all of our Assets and Liabilities, Staff Contracts, Suppliers Contracts etc were transferred over to the new body including the conveyancing of the Hall itself and its surrounding grounds. This activity was a slow process and more costly than anticipated however grant funding did go some way to mitigate the cost. The old Charity – SCO20425 – was closed down in April 2022. We have built our members list – a pre-requisite of being a SCIO – and we currently have 52 members including Trustees. This ensures we have the correct level of community input to our activities and how we carry them out.

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Further funding from Adapt & Thrive allowed us to purchase a laptop for our Bookings Administrator, which was setup along with a specific bookings account to keep our data in a secure location on a secure laptop rather than on personal equipment. A .org domain was created which immediately identifies the Hall as a not for profit organisation and specific named accounts such as chair, depute, secretary and treasurer along with a shared drive structure were created in order to keep all of our correspondence and documentation centralised rather than sitting in personal email accounts and devices. Further funding also from Adapt & Thrive allowed us to create a facility at the hall where blended meetings could be carried out ie meetings that could be physically attended but also attended via Zoom. This facility is slowly building momentum. Many thanks to John Wright and Tony Travis for all of their hard work on these activities.

Although an amazing amount was achieved last year, some objectives were not or could not be undertaken for one reason or another but mainly time or COVID played a hand. Objectives that we look forward to for this coming year socially include holding an afternoon concert and a floral art demonstration, and repeats of other activities which were very well received such as Producers Market, Critter Keepers and Maureen Smith events. Sadly, our Hogmanay Ceilidh was cancelled due to COVID but this event will be carried forward to the coming year. Other facilities objectives to be agreed for the coming year include further landscaping and internal painting. Objectives for exploration consider our existing carbon footprint and how we can improve it and also to explore how the hall can assist with resilience within the community with the advent of Storm Arwen and other similar storms which left many members of the community without power for several days at a time. To gauge how satisfied the community are with our services and plans, we also plan to run a Community Questionnaire to gauge the expectations of our community. A further objective funded by Adapt & Thrive is to consider the implementation of a financial package, potentially moving us away from manual invoicing and spreadsheets. These draft objectives have been drawn up and will be discussed and agreed at the first meeting of the year which follows this AGM.

Similar to last year, looking forward, we have a challenging time ahead of us, it seems that this is only constant in the life of the Hall! Several other facilities are springing up around us – the Men's Shed and the facilities being offered at the Bridge of Alford are imminent. We must do everything we can to safely promote occupancy at the Hall for our community and all its diverse activities. In addition we must look for support to promote growth at the Hall specifically in regard to strategic fundraising and marketing assistance. We must ensure that we regain our equilibrium in terms of Income vs Expenditure. We must further review our processes to ensure we are as efficient as we can be.

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I would like to take this opportunity to thank each and every one of the Board and our Bookings Administrator and our Cleaner for their support and hard work over this year. I would also like to thank all of our Hall Hirers without which the Hall could not run. We again worked with COVID regulations to open as much as we could whilst keeping ourselves and our hall attendees safe. We achieved a significant amount of our Objectives. All of this is as a result of the strengths we have within the Board. Whilst we do still need to look for additional Trustees with marketing and social media skills and also for Trustees generally to share the load, we look forward to 2022/23 being a much more stable year compared to previously.

Many thanks
Gloria Malcolm
Chair

A handwritten signature in black ink, appearing to read 'Gloria Malcolm', written in a cursive style.