

Meeting House Management Committee Minutes 2024-04-30

Convenor: Henry S. Thompson
Tuesday 30 April, 5:15 p.m., in 7 Victoria Terrace
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1. Attendance

Present

At 7VT Rachel Fitzgerald (RF), Miranda Girdlestone (MG), Jacqueline Noltingk (JN), Henry S. Thompson (HST), Neil Turner (NT)

Via Zoom Sue Sierra (SS)

Copy to

Susie Harding

2. Matters Arising

2.1. Wrt 2024-04-16_2.1 CVenues

ACTION: HST to include a briefing about this in his report to AM **DONE**

ACTION: MG to check with City of Edinburgh about a) the validity span of an EICR; b) the need for emergency lighting to be checked to a standard **See 3.1 below**

2.2. Wrt 2024-04-16_2.5 Period products

ACTION: MG Contract with Hey Girls **Done.**

2.3. Wrt 2024-04-16_2.6 Flat 3F2 at 6 Upper Bow

ACTION: HST 1) Check with City re Short term lets regulation 2) Check with Clan Gordon (CG) about whether they would manage **See 3.4 below**

3. Project updates

3.1. CVenues

HK visited on 27/4, surveyor in as well wrt floor loading, happy, further years lighting fittings on Meeting Room ceiling mentioned, would need approval from us.

Showed him the flat.

No actual reply wrt Licence Agreement.

Not particularly happy about Hideout bailing, we've got feelers out to a Mimi's Bakehouse and Susie's (Kitchen?). Summerhall?

Meeting on 30/5 agreed for arrangements on what gets taken away and to where.

EICR valid until 9/24 per CEC.

We've self-tested lighting, all over 2 hours at least. We've never been asked about this by Fire/CEC/...

3.2. Lighting

MG reverted to Gunn/Alexanders: Carbon life-cycle cost for LED fittings is high.

Work is in their timetable for 1st week in July.

We need a decision about cool/warm/...

ACTION: HST to contact Jean Carletta about more replaceable fitting?

If no, or not quickly, then

ACTION: HST&JK to put a request to Trustees for approval for a budget of £10,000 with Gunn.

3.3. Carpets

Sources of both quotes both said no allergy or smell issue, and no difference between carpet and tiles as far as risk of lifting.

75% recycled is available for <10% change.

ACTION: HST&JK to put a request to Trustees for approval, using recycled carpet tiles.

3.4. Flat 3F2 at 6 Upper Bow

HST proposed that we add the use of 3F2 by CVenues to their licence agreement. As a one-off private agreement between us, it means it's not a "short-term let".

MG looked briefly at advertisements for August lets in the centre, and reported

It could be anything from £5,000 per month to £10,000 per month, I think, on location alone. One room and shared spaces is £1,500 per month, at the lowest. And that is quite a way out. Even allowing for it being a bit scruffy, anything under £2,500 per month would be underselling it in August, I think. One chap I found is charging £4,500pm for a double room on the other side of the Meadows...

MG has asked Hartley for 7KGBP/mo

We **AGREED** to go ahead on this basis.

4. Time without staff

We have had time without staff.

5. Branding

5.1. Signage

We have a new sign in the Office window advertising room lettings.

Work on interior branding is progressing

5.2. Publicity more generally

Facebook page is now getting regular updates from Ellie

Possibility of something in the windows themed around 400th anniversary of George Fox, who did preach *somewhere* in Scotland.

6. Lettings trajectory

Occupancy is up over 2023, from 1 Jan up thru mid-July

Income is up by more 10% increase in prices.

Expenditure is also up, mostly because of the end of energy cost subsidy

7. Date of next meeting

7 May 2024 1715, 7 Victoria Terrace