



# Minutes Wash House February 28th 2022

Meeting held at Wash House 6.30pm

## Part 1 – Open Business

### **Present:**

Jayne Saywell (Treasurer) (JS)  
Gica Loening (Secretary) (GL)  
Lynn Aitchison (LA)  
Elaine Briggs (Chair) (EB)  
Elaine Armstrong (EA)  
Claire Roden (CR)  
David Scott  
Elaine Briggs (Chair) EB

### **Apologies:**

Barbara Middleton (BM)  
Maureen Childs (CIr)  
Mary Campbell (CIr)

## **Agenda**

Approval of Previous Meeting Minutes -All

- Previous Actions
- Chair Report
- Treasurer's Report – Jayne Saywell
- Let & Bookings Update
- Community Connections
- AOB
- Next Meeting

## **CHAIRS REPORT**

1. Quarterly BUG meetings have re-started with Seth, Minutes previously circulated to committee, highlights as follows:



- We can start to increase the volume of lets taking place, though we still need to 15mins between lets and the COVID safety measures as discussed yesterday.
  - The boiler in the kitchen is fixed
  - The Art room ceiling roof is fixed
  - FM aim to take care of Fogging for February 2022
  - Capacities –
    - Art Room – can be increased to 8 (please use the CO2 monitor to keep an eye on the state of play)
    - Youth Room – increased to 6 – (again we need to use CO2 monitor to ensure levels are safe)
    - Main hall – stays as it is but Seth is addressing the windows – hope to have an update on this soon.
2. EVOC training 23<sup>rd</sup> Feb was made available to the committee
  3. Elections in the Wash House again in May 2022, Linda dealing with this so probably no income this time round.
  4. We are having some inconsistencies with the presence of FM for lets, this will need to be addressed as we open up to further non committee lets.
  5. Policy change by the council re lets in that they will no longer be reviewing and approving lets. It's now back to the committee for this.
  6. A new Business support person, Laura, has been announced. They start on 25th April and will be based in the Wash House, similar role to Val one was previously.

**TREASURERS REPORT** (in PDF format. Emailed as an attachment to committee with these minutes)

**Actions** (Status are: New, Ongoing, Complete, Rejected, On Hold)

No	Date Raised	Description	Action/Update	Action With	Status
5	19/2/19	Bins -Investigate the cost and whether council would require us to pay for uplift too? We should refute their suggestion as we are a public building.	12/11/19 – Gica get larger grey bins from CEC 14/1/20 – EB to email Gica info again 12/05/21 No development 27/09/21 No development 24/01/2022 No development 28/02/2022 Elaine to take up with Seth	EB	Ongoing
9	19/2/19	photos of each committee member for both website and for committee info to be posted up in foyer.	photos of Jayne and Elaine A needed 12/05/21 Still needed? 27/09/21 No development but would be nice! 24/01/2022 same as above 28/02/2022 leave this for the moment, placed on hold	BM & LM	On Hold
23	19/3/19	Committee Training: EVOC is able to deliver free training	Gica has emailed EVOC re Tuesdays. Will follow up again 27/09/21 On hold 24/01/2022 Been dropped until face to face meetings resume 28/02/2022 Leave until we recruit more members, placed on hold	GL	Ongoing
27	21/5/19	Front door bells / Fire doors	Wrong Fire doors put in. Elaine to ask for outer buzzer to open the fire doors. EB Asked for auto open on approach, still denied. 27/09/21 24/01/2022 ongoing 28/02/2022 Elaine to speak with Seth	EB	Ongoing
59	13/8/19	Barbara's art panels	Barbara has costed the missing art panels and will present to committee 24/01/2022 Is this ongoing? 28/02/2022 ongoing	BM	Ongoing



## Washhouse Committee Meeting

61	13/8/19	Decor and Signage	12/05/21 Gica to look into tree purchase and building of planter, for opening of WH 24/01/2022 Gica made presentation to Tool Library for building of planters and raised beds in garden. Unfortunately bid unsuccessful. 28/02/2022 Elaine to let council know we are proceeding with landscaping (planters). Gica to liaise with Ross on sizing and costs.	GL/EB	Ongoing
67	10/9/19	New website action' for website to encourage people to see the potential for hiring. GL to progress.	Lindsay Perth has moved materiel to Square Space 12/05/21 Gica to get update from Lindsay 24/01/2022 On hold for now 28/02/2022 Gica to speak to Lindsay again about doing website	GL	On hold
78	12/11/19	Management of Centre	Wide ranging discussion on future of centre and pressures on the cttee. Jayne has arranged with a facilitator to work with cttee. On hold until after AGM 27/09/21 did not discuss this time 24/01/2022 Not discussed til we can meet face to face 28/02/2022 Leaving this for the mo	JS	Dropped
84	22/9/2021	Weekend Lets	Limited keys to be available going forward. The committee agreed proposal that management cttee members shoud continue to hold keys , along with main groups, and that trust should be recognised by CEC. EB to propose this to Seth. 27/09/21 24/01/2022 Update needed 28/02/2022 Ongoing	All	Ongoing
86	22/9/2021	Contact Remakery for youth group	No progress this month 27/09/21 24/01/2022 ongoing 28/02/2022 Remakery not available now	BM	Dropped
89	22/9/2021	Covid Questions	1. GL raised question as to when we can stop doing touch point cleaning, EB to raise with Seth. Agreed that this is not the proven science. Lynn spends considerable time (while paying for the hall at same time) cleaning chairs in between dog groups. We request that CEC updates us on this protocol, as feeling it to be unnecessary. 2. Does enjoy a ball's CR need to wear a mask, EB to raise with Seth. 3. How will heating the centre work with the doors and windows open, EB to raise with Seth.  Cttee discussed heating issue and would like to request CEC to come and service the main hall heater as its very noisy and problematic to turn off. No immediate solution winter issue of keeping windows open and heating on. Agreed thatw e would stick to the max numbers (20 for hall and 6 for art room) as top windows don't open in hall . 27/09/21  24/01/2022 Issues ongoing tho recent BUG meeting held (EB attended)  (As of 10 <sup>th</sup> Feb BUG meeting we can now increase number of lets with 15 min gap between. ) 28/02/2022 The above remains info.	EB	Dropped
90	28/02/2022	Porty Food Project	Hazel from food project was invited to speak to the committee about linking with the WH. Discussion around moving the WH freezers to be more accessible for the public. Conversation about potential links with the Youth Group and future youth café. Jayne will give them access on Fridays for drop offfor now	JS	New
91	28/02/2022	Room Booking Hire agreements	We agreed to review room booking hire arrangements annually. Find risk register and send to Jayne.	ALL/ EB	New



## 1. Lets Update

---

The five current groups continue to meet weekly.  
Email check on the WH email continues, rota for March is as follows:  
Jayne, Elaine A, Lynn, Elaine B

## 2. SCIO Update

---

Vote of thanks to Lynn who has worked very hard on compelling SCIO application.

## 3. Youth Club

---

Update : Ali now not taking job overseeing YC as she is on long term sick and Alan has been promoted. Jayne to speak to Caroline Lamont to find out about new person.

## 4. Community Connections

---

- Heart Talk Party event in December was cancelled.
- Portobello Community Fridge: See in minutes for info re discussion about WH and Party Com Fridge. There is a Friday drop off and food distribution on a Sat morning.
- We thanked Jo Turbit for her contribution as cttee member.
- Big Things on The Beach – Gica to ask Barbara about hanging the paintings they gave to the WH.

## 5. AOB

---

## 6. Date of next meeting

---

6.00pm Monday 28th March 2022 at WH