

**GLENMORISTON MILLENNIUM HALL MANAGEMENT COMMITTEE
MINUTES OF MEETING
HELD ON THURSDAY, 11 JUNE 2009**

Present : Agnes Bell, Alan Draper, Cherry Duncan, Carol Hunter, Errol Levings, Clare Levings, Christine MacDonald, Pat Ungless and Barbara Withers

1. Apologies

Jo Adams, Trish Archibald, David Gillies, Kirsteen MacKenzie, Heather Smart and Hugh Watt

2. Minutes of Last Meeting Held on Wednesday, 4 March 2009

Pat pointed out that in 3.d. of previous Minutes, *Charity Commission* should read Office of the Scottish Charity Regulator (OSCR).

Proposed by Pat.

Seconded by Barbara.

3. Actions Arising from Previous Meeting

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| a. <i>Public Toilets</i> – Still pending. | ERROL |
| b. <i>Landscaping</i> – Concreting will be done in a couple of weeks. Invermoriston in Bloom are not enthusiastic about helping with the plants. Pat suggested that the Committee proceed with providing tubs and plants. Clare and Errol will supply the compost. Pat will source the tubs (x 6). Barbara and Agnes will buy the plants and hope to keep to £10 of plants/tub. | TRISH PAT CLARE ERROL BARBARA AGNES |
| c. <i>Hall Ventilation</i> – pending. | ERROL/PAT |

4. Secretary's Report

Commercial Lets – 2 x Forestry, Maggies, 2 x NHS, Altitude Clothing (5 Days), Jehovah's Witnesses, Elections and 2 x Highland Council.

Local Lets – Heritage Talk.

Free Lets – Bowls AGM, Community Council, 2 x Kirk, 1 x Ceilidh Dancing, Recycling Group and 1 x Open Floor.

Maggies – Cherry received a phone call from Andrew, the events co-ordinator on 28 April informing her that the numbers for the event had risen from 620 – 680. Cherry sent an email to Andrew saying that, despite the short notice, this shouldn't be a problem. In the same email Cherry suggested that the entry date be given by the first week in April next year. In Andrew's email of thanks dated 8 May he booked Saturday, 1 May for next year's event. This has been diarised by Cherry.

Cherry informed the Committee that the 'Registration of Food Business' form had been sent on 24 April. A reply was received early in May saying that the Hall is now registered and our details have been added to the Highland Council's database of food businesses.

5. Treasurer's Report

See attached Financial Statement which is self-explanatory.

New insurance policy received.

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| Buildings | - £384,900 |
| Contents | - £ 36,000 |

Pat asked if the Committee were comfortable with these Council-indexed figures. After some discussion it was decided that the figures were satisfactory.

6. Caretaker's Report

- New front doormat purchased.
- 20 new carpet tiles have been purchased for the meeting room to replace current soiled ones. To get even wear out of the floor tiles Errol is going to lay the tiles by taking the inner tiles out and the outer tiles in!
- Flashing external light fixed.
- Pump station problem corrected.
- Septic tank sorted – just! Council doesn't seem to be concerned about very real problem of our very busy toilets. Errol has spent years trying to get someone from the Council on to our case but to no avail. He suggests that, as part of the Caretaker's remit, the septic tank be looked at on a yearly basis. If emptying is required then it will be up to Caretaker to instigate the works and bill the Council accordingly. Agreed by Committee.

7. Any Other Business

Open Floor Music Nights

In Jo's absence an email received from her was read out to the Committee. She was wondering whether by rescheduling the Open Floor music nights to once a quarter this might in fact encourage fuller attendance of both musicians and audience. She suggested the first week in September and the first week in December for the remainder of 2009. This was agreed by the Committee. Jo also asked whether the Committee would consider licencing in order to run a bar. The Committee thought that a bar was not suitable at the moment. Clare said she would relay these decisions to Jo.

Chairperson

The person Alan had perhaps thought would take up the 'chairpersonship' said he can't devote time at present.

Hall Cleaning

Clare suggested Trish liaise with Cherry about availability of hall for cleaners. Cherry said she would get in touch with Trish.

Pat received letter with Highland societies' websites. This includes voluntary organisations within the Highland Council area. Pat will have the Glenmoriston Millennium Hall included.

Child Protection Policy

Cherry suggested that as Margaret Allen is no longer on the Committee the matter of child protection should perhaps be addressed. Clare said she would look into it. However, at the moment she was comfortable with the present arrangement i.e. parents or known adults are attending when children come into the Hall.

8. Date of Next Meeting – Thursday, 3 September 7.30 p.m.