

**Glenmoriston Millennium Hall Management Committee  
Minutes of Meeting held on Tuesday, 11<sup>th</sup> October, 2011**

**Present:** Agnes Bell, Phil Mansell, Barbara Philip, Cherry Duncan, Barbara Withers, Errol Levings, Clare Levings, Pat Ungless, Christine MacDonald.

**1. Apologies**

None received

**2. Minutes of Meeting 7<sup>th</sup> June, 2011**

Before the Minutes were adopted, Pat asked if he could expand on the remarks recorded under the Treasurer's Report regarding the level of funds. The hall is a Charity and the Trustees are required by the Deed of Trust and Constitution to use funds in line with the Charity's objectives for the benefit of the Community. As funds have grown for the past few years they have reached a point where they are in excess of the level likely to be required for contingencies. The Committee therefore has a duty to consider ways in which funds might be used for the benefit of the Community. This can be achieved in two ways, either by capital expenditure on improvements to the building and its equipment or by subsidising social activities. Pat suggests that the Committee should treat the question of utilisation of funds as one for further discussion at future meetings. Patrick also asked that the following sections be amended in Item 5. "i.e" to be replaced by "e.g."

The Minutes were proposed by Cherry and seconded by Agnes. The Minutes were adopted as a true record and signed by the Chairman.

**3. Actions arising from previous meeting**

1. **Community Council/SSE Funding for Environmental Projects** - Re: Funding for replacing the Boiler. Errol told the Committee members, that this item is ongoing.
2. **Men's and Women's Toilets** – Errol said he had contacted Highland Council to discuss the toilets, and this item is ongoing.
3. **Craft Club Rep** - Cherry said she was hoping to have this sorted this coming Saturday.
4. **Ness Link Web Site** - Clare said that the site had been updated.
5. **Junior Badminton** : Cherry had spoken to Susan Knott who may have someone to take over supervising the evening. Clare said that this item should not appear on the next Agenda, as it is not under the Hall Committee's remit.
6. **Update on Lite Bites for Locals** - Clare told the Committee the pilot scheme was next Tuesday and it would be based on Cherry's buffet style lunches. Patrick said he had the flyers with him. At the end of the meeting he handed out batches to some of the members present for them to hand

deliver in their locality. Clare said that if anyone wanted to help set out the tables next Tuesday, they should come along at 10.00 a.m.

7. **Hogmanay Sub-Committee Update** - It was agreed, after Cherry consulted her diary, that the sub-committee members would meet Thursday, 3<sup>rd</sup> November at 11.00 a.m.
8. **Public Entertainment License renewal** - Cherry said the renewal form had been completed and was returned to Highland Council on 28<sup>th</sup> September. A Notice had been put on the notice board and a Certificate of Compliance is to be sent to Highland Council in due course. Cherry said the fee for the renewal of the licence came to £153.00.
9. **Pot Holes in Car Park** – Agnes said she spoke to Matthew Douglas of the Community Council who said he would take it up with the CC. However, she had recently heard that he is now in hospital. Cherry said she would write to Mr. P.A. Taylor of Tec Services regarding the matter. *This item will not be brought forward in our next meeting as it is not in the Committee's remit.*

4. **Secretary's Report - Lets from 12/09/11 to 16/10/11**

<u>Commercial Lets</u>	-	1x NHS
<u>Private Lets</u>	-	Trees for Life, 2 x Zumba
<u>Local Lets</u>	-	None
<u>Informal</u>	-	2 x Bowls
<u>Free Lets</u>	-	Community Company, Kirk, Ceilidh Night

Cherry reported that Glenmoriston Estate have asked to hire 24 chairs for next week, November and December for Pheasant shoots. Cherry said she would invoice them at the end of the hire period.

Scottish Opera have booked the Hall as part of their Highlights Tour on the 25<sup>th</sup> February, 2012. Cherry asked the members how much to charge them for the hall. The amount agreed was £50.00. Refreshments will be provided during the interval by Glen volunteers.

Cherry received an email from Maggies to confirm next year's dates: May 5<sup>th</sup> between 11.00 a.m. to 7.00 p.m. They also wanted to know about volunteer numbers and if costs would be as before. Clare said that Cherry could confirm the dates and notify them that the costs will increase to £3.50 per head. The hire of the hall would remain at £150.

5. **Treasurer's Report**

Patrick reported that there has been little financial activity since the start of the financial year at the beginning of September with income of between £400 and £500, so a full report is not being presented.

After applying depreciation and year end accrued costs, income less expenditure for the year to 31st August will be £7,176. Financial Statements for the year will

be finalised and sent to Debbie Billington for inspection in the next week or two.

6. **Caretaker's Report** - Errol reported on the following points.

- Usual routine maintenance has been carried out.
- He made everyone aware that under the Public Entertainments License Agreement, the Hall electrics should be inspected every five years. He estimated the charge to carry out an inspection is between, £150.00 – £200.00. He said that the electrics had been checked to comply with this requirement.
- Errol said he would soon be ordering from Highland Fuels, as the tank was down to 20%.
- Replacing Boiler: Errol said that if a new boiler is needed it will have to be segregated outside. He suggested that there may be space near to the gas store. He said a replacement boiler is not needed at present, but it would have to be replaced eventually. This prompted a discussion on the matter by some of the members of the types of boilers available and their personal opinions on outside boilers. Errol suggested changing to a single function boiler. Clare said that maybe Errol, Phil, Frank and Patrick should get together to discuss the type of boiler to replace the existing one. Clare also said she is still exploring if we can get a grant for this!

7. **A.O.B.**

1. Agnes and Barbara to tidy up the tubs.
2. Clare confirmed the date agreed to decorate the hall with Christmas decorations will be Friday 9<sup>th</sup> December. N.B. this has been changed to Saturday, 10<sup>th</sup> December at 10.00 a.m.

**Notable Dates**

Local Lite Bites – Tuesday, 25<sup>th</sup> November,  
And afterwards at 2.15 p.m.  
The A.G.M.

Hall Decorating - Saturday 10<sup>th</sup> December

Phil and Pat's Ceilidh Night – Saturday, 10<sup>th</sup> December

Salvation Army Carol Service – Wednesday, 14<sup>th</sup> December

**Date of Next Meeting**

**Tuesday, 6<sup>th</sup> December, 2011 at 2.00 P.M.**

**Meeting ended at 3.05 p.m.**