

# Glenmoriston Millennium Hall Management Committee

## Minutes of Meeting 15<sup>th</sup> October 2018

**Present:** Debbie Cox, Cherry Duncan, Clare Levings, Christine MacDonald, Phil Mansell, Jean Plater, Jon Smith, Patrick Ungless, Robert Ungless and Graham Wood.

1) **Apologies:** Agnes Bell, Carol Pritchard, Catherine Thomson, and Hugh Watt.

2) **Minutes of Meeting 3<sup>rd</sup> September 2018**

Proposed by Patrick and seconded by Cherry

3) **Matters Arising**

a) **Fire Risk Assessment** – Jon still hasn't heard from Andy Kearns and circulated for approval a draft letter he proposed sending to him which was agreed. Jon to send the letter by registered mail. **Action: Jon**

**Lighting Upgrade** – Jon received a quote from Stephen White from Invergarry and following discussion it was agreed that he should be asked to go ahead and replace the 5 kitchen and 5 committee room lights with LED natural lights. It was decided to put on hold the replacement of the main hall lights. Alternative lighting for the committee room was discounted. **Action: Jon**

b) **Hall Signage** – Jon hasn't but will go back to ACORN signs in Inverness to ask again about quoting for re-fixing the letters, they weren't keen before so is not hopeful. However, Jon indicated that Graham and himself think they would be able to tackle the job with the aid of scaffolding and planks etc. **Action: Jon**

c) **Oven Thermostat** – Robert reported that replacement parts aren't available anymore. Following discussion it was agreed that the cooker should be replaced but as it isn't a risk at the moment there's no urgency. Clare offered to see what cooker options are available in Inverness. She also agreed to put up a 'be aware notice' indicating the ovens overheating and to purchase two thermometers. **Action: Clare**

d) **Public Toilets** - Patrick said he is still waiting for a response regarding the renewal agreement but that according to Debbie Sutton his e-mail had been forwarded to Andy Summers, Head of Services. Jon made the comment that the pumps have been working well since the regular emptying of the septic tanks. Clare asked whether there would be any benefit to changing the toilet flush mechanism and water taps which would use less water and whilst both those adjustments would help would probably mean changing the toilet pans too – consideration for another day.

e) **Fire Door** – ongoing **Action: Jon**

f) **Folding Tables** – Debbie reported that having measured the tables again  $\frac{3}{4}$  length fitted best with the height and width of the long tables the hall already has. She said that 6 x  $\frac{3}{4}$  length tables have been ordered and Patrick said they are coming from GOPAK at a cost of £681.79 including delivery and they should arrive this week.

g) **Car Park Bins** – Carol not at the meeting to comment. However, not so many visitors now so bins aren't overflowing.

h) **Octoberfest/ Hall Entertainment** – Clare held another meeting which included other interested parties – Marion Grant and Julie Petch. The fun day idea is still to go ahead but the date will now be April 20th 2019. More details will follow in the new year. **Action: Clare**

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i) Toilet Doors – Jon reported that he has replaced the main outside door closure and it was agreed that he should go ahead and replace the Gents one too as it's faulty. **Action: Jon**

4. **Film Nights** – Robert explained what is planned:

\* **Film night Saturday 17<sup>th</sup> November 7 p.m. for 7.30 p.m.**

\* Proposed to have 4 film nights over the course of the year to gauge the support and interest of such events.

\* Suggested that soft drinks & snacks could be available for sale followed by T/C and cakes at the end.

\* Need approx 40 people paying £5 pp to cover the various expenses; film/license fee/equipment/publicity, etc

\* Robert would put together a 'feedback' survey for people to fill out.

\* If successful might consider putting on a children's show e.g. the BFG nearer Christmas.

Graham mentioned that the proposed night clashes with an event in Fort Augustus but following discussion it was generally felt it probably wouldn't impact on our potential audience and if the film didn't go ahead then it would have to be next year which didn't appeal.

From the choice of either The Finest or the Guernsey Literary and Potato Peel Pie Society the latter was chosen. **Action: Robert**

5) **Replacement Oven** – already discussed

6) **Festive Arrangements:**

**Children's Christmas Party** – Cherry reported that originally Rachel said there would be no party this year as she was too busy but as she couldn't find anyone else willing to take it on at this late stage has agreed to do it after all as she didn't want the children to miss out. The hall is booked for the 2<sup>nd</sup> December for the party which is not ideal as decorations don't usually go up that early. It was generally agreed that although supportive, the children's committee is separate from the hall committee and therefore for them to resolve any issues. Clare mentioned that in an e-mail she had received from Carol she indicated that Rachel is wanting to stand down and Clare suggested a way forward would be for the parents be made aware of the situation of needing a new committee and hope that enough come forward to re-energise it.

**Hogmanay** – Cherry said that the Cat's Back will be sending a photo and information for use on the poster. Robert offered to do the posters and the tickets. The evening will run from 8 p.m. – 1 a.m. Selection of dances to be forward to them nearer the time.

7 **A.G.M.**

The meeting will take place on **Friday 30<sup>th</sup> November at 7.30 p.m.** followed by cheese and wine. Clare to do notice for the notice boards. **Action: Clare**

Robert suggested putting the information on the back of the flyer for the film nights which was agreed.

Phil reiterated his intention to stand down as Chairman.

## 8. **Secretary's Report** – since 3<sup>rd</sup> September 2018.

Local Clubs – All resumed now

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Private – Ambulance x 1, Yoga x 4, Energise x 6, Music Group x 5, Beavers x 6

Commercial – Forestry

Free – Kirk x 1, Ceilidh night x 1

Functions – 1 private birthday party

The Forestry event on the 27<sup>th</sup> September went very well. Thanks to those who helped on the day and bakers and soup makers. I had an e-mail thanking us for our help and the lovely lunch which was enjoyed by all.

The Bowls/Kurling open afternoon on the 30<sup>th</sup> September attracted a few people and we have 1 new member so far.

I had an e-mail from Lucky2Bhere asking for information about the defibrillator. Debbie and I did that on the 6<sup>th</sup> October and I sent it back to them. Debbie and I are the contacts.

9) **Treasurer's Report** – circulated at the meeting and attached. Patrick made the comment that all the clubs have been billed for the quarter and their monies received. Also, he has paid for the PPLPRS music license which entitles hall users to play recorded music at any time for any event.

10) **Caretaker's Report** – Mostly dealt with under 'Matters Arising' but Jon added that the oil tank has been re-filled and in view of the possibility of changing the cooker will hold off buying a replacement gas cylinder but will keep a check on the one in use.

11) **A.O.C.B.**

a) Cherry heard through Matthew Douglas that the Highland Council will not be supplying a village Christmas tree this year but that the Community Company will be supplying one which the council will put lights on. The Community Company will also be purchasing 4x25 m LED lights for future use and asked whether the hall can store them which it can.

b) Clare mentioned that there are quite a few branches hanging over the wall from Falls Wood and suggested getting in touch with the Estate to see whether a joint work party could be arranged to clear them. Graham said he would have a look to see if it was something we could do ourselves. **Action: Clare/Graham**

c) Clare asked whether it would be possible to store a piano in the hall for about 7 months. Margaret Allen has offered them her piano due to her moving away but they have nowhere to store it. It was agreed but at their own risk.

12) **Date of the Next Meeting**

**The next meeting will take place on Monday 26<sup>th</sup> November at 8 p.m.**

The meeting ended at 9.35p.m.