

# Glenmoriston Millennium Hall Management Committee

## Minutes of Meeting 18th October 2017

**Present:** Phil Mansell, Pat Ungless, Cherry Duncan, Jean Plater

**Apologies** from Hugh Watt, Debbie Cox, Carol Pritchard, Christine MacDonald, Graham Wood, Agnes Bell, Jon Smith.

### 1. Minutes of Meeting 4/9/17

Proposed by Phil, seconded by Cherry.

### 2. Actions Outstanding from Previous Meeting

- 1. Fire Systems Upgrade-** As agreed at previous meeting, Jon has contacted Highland Testing who have agreed to undertake the work subject to final agreement of spec. Further quote for lighting also requested. Availability to be confirmed before date can be set for work to be carried out. **(Action Jon)**
- 2. Drainage System** - Meeting with various personnel from Highland Council will take place on 26th November on site at the Hall to discuss options for upgrade of drainage systems. Will be attended by Pat, Phil and Jon. **(Action Pat)**
- 3. Footfall Counters for Public Toilets** - Phil confirmed that he had spoken to Graham about counters and that it was decided that the cost was too high. Since then the Council has installed footfall counters in the toilets entrance lobby. As this had not been advised, the purpose is not known.
- 4. Order of St John Fundraising** - As this is not expected to take place until spring of 2018, details are not yet decided but in principle a Burns Supper format is proposed. There have been offers of help from the local community. The Order of St John committee are the primary organisers and Phil will continue to liaise and provide the link to the Hall. **(Action Phil)**

### 3. Secretary's Report - Since 4th September 2017: -

Private lets - Ambulance 2.

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Commercial lets -NHS , Social Work Skye.

Free Lets -Ceilidh Nights 2, Lite Kirk.

All clubs have now restarted, including the Painting Club from 27th October. Occupational Therapy Skye booked the hall but did not turn up, having failed to cancel, so were billed. Paperwork for renewal of Public Entertainments License has been submitted to the Highland Council. The necessary public notice is on the board outside the Hall and the Certificate of Compliance regarding Notice is due to be returned on 25th October. Risk Assessments were

included but we do not have a current Health and Safety Statement which may be required.

Cherry has copied the Application Forms for future reference.

**4. Treasurer's Report** - Receipts since 1st September was £1,583 and Payments £1,834.

Receipts include hire charges from local clubs for the 3 months to end September. Clubs are not active for most of this period. There are outstanding invoices for which payment has not yet been made amounting to £521. Total funds at 17th October stood at £69,156

Payments are all routine regular items other than the cost of septic tank emptying at £825. Also receipt of £618 recovering the Highland Council share of this cost.

**5. Caretaker's Report** - There have been no significant maintenance items since the last meeting. Progress is ongoing for Fire Systems and lighting upgrades (see Actions)

**6. AGM** - Position re continuing Office Bearers discussed. Phil indicated that he would prefer to stand down as Chairman. Candidates for Chairman are therefore required. Pat and Cherry will offer themselves for re-election at the AGM. Position regarding Carol as Minute Secretary not known as she was not present.

Simple refreshments to be available at the AGM.

**7. Hogmanay Arrangements** - In view of the low number of Committee members present, it was agreed to defer discussion until the next meeting.

**8. AOB**

No other matters were raised.

**9. Date of Next Meeting** - Proposed that a short Committee meeting is held immediately after the AGM on **1st November** to include Hogmanay arrangements.