

**GLENMORISTON MILLENNIUM HALL MANAGEMENT COMMITTEE  
MINUTES OF MEETING  
HELD ON FRIDAY, 19 MARCH 2010**

The meeting was opened at 7.30 p.m.

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

**Apologies** : Trish Archibald, Kirsteen MacKenzie, Phil Mansell, Heather Smart, Pat Ungless and Hugh Watt

Clare informed everyone that Jo Adams has had to resign from the Committee because of work commitments.

**1. Minutes of Last Meeting Held on Friday, 5 February 2010**

Alterations :

- Barbara Withers was mentioned in the Apologies when in fact she was present.
- The first sentence in the third paragraph of 5. should read, 'As Hogmanay generated a substantial profit it was agreed by the Committee that Hall Lets for *the previous quarter* would be free.' .....
- In 6. '... burst aperture ...' should read '... *broken light* ...'.

Proposed by Alan

Seconded by Agnes

**2. Actions Arising from Previous Meeting**

- *Hall Cleaning*. Clare has left messages for Trish to contact her but, to date, she hasn't heard from her. In the meantime Clare has spoken to Kirsteen and it was decided that until Trish was contacted, Agnes would stay on the rota for the time being.

A volunteer has been found for the buffing of the hall floor (Malcolm) and he has buffed it once already. He did express his willingness to clean the hall too but until Trish was approached this would be left on hold.

- *Heel Protectors*. Carol had had no luck with either shoe shops visited in Inverness or Timpsons. Products were sourced on the Internet and it was left with Carol to contact suppliers to see whether we could have a couple of samples before the Committee made any firm decision.

### 3. Secretary's Report

Commercial Lets – 1 x Highland Council, 1 x NHS and 1 x NFU.

Local Lets – 4 x Quiz Nights, 3 x Ballroom Dancing, 2 x Ceilidh Dancing, Heritage Talk, Polymer Clay Demonstration and 3 related courses.

Free Lets – Over 60s Dinner Dance, Burns Supper, TV AGM, Kirk and Hall Committee.

A Quiz Night was held for 4 consecutive weeks in the Committee Room until the hotel reopened.

20 people attended the Polymer Clay Demonstration in February. As a result, 10 people decided they would like to do a course. 3 courses were organised, the last being on 20 March. The former Craft Club subsidised the first course. It is possible that those who expressed their interest may meet occasionally for more instruction under the auspices of the Craft Club.

The Over 60s St Valentine's Night and the Burns Supper were both excellent nights.

### 4. Treasurer's Report

In Pat's absence Clare handed out the latest, self-explanatory Financial Statement to Committee Members present.

It was noted that Malcolm has not yet been paid for buffing the floor.

### 5. Caretaker's Report

Apart from having to order oil in the next week or two, nothing else to report.

### 6. Any Other Business

- Cherry handed over to Errol the **Revaluation Notice** received from the Council. The net annual value is £13,500. Errol will look over the Notice before handing it over to Pat.
- Now that the weather is improving Margaret and Agnes will get together to sort out the planting of the **tubs and hanging baskets**.
- The hotel offered the Hall their old **dishwasher**. Although it was decided the machine would be of no use for larger gatherings it might be of great help for smaller events. For the time being we shouldn't look a gift horse in the mouth. If/when it breaks down we can look at purchasing a new one if we feel it has been worthwhile. Phil and Errol should be able to fit the machine to the side of the kitchen sink without too much upheaval and £300 would need to be spent on the relevant electrical and plumbing materials. Phil and Errol to liaise with Cherry for a 3-day window to do the work. Clare asked Cherry to thank Hotel.

- Andrew Hastings phoned re **Maggies**. Just short of 1000 people so far registered. Cherry told Andrew that she had to have firm numbers before 17 April for the organisation this end. Cherry, Jean and Betty getting together week beginning 22 March to discuss way forward.
- **Sue Wilson** who moved into the area in November had been in touch with Cherry. Sue has expressed an interest in Hall/community matters.

**7. Date of Next Meeting** – Thursday, 22 April at 7 p.m.

The meeting closed at 8.40 p.m.

**Glenmoriston Millennium Hall**  
**Financial Statement for FY 09/10 as at 19th March 2010**

	Prev Report (Feb 10)	Year to Date (Mar 10)	Since Previous Meeting	Previous Year to end Mar 09	This year - Last Year to Date
note: <b>Income</b>					
<b>Grants</b>					
Highland Council PAN Grant	£0	£0	£0	£0	£0
Scottish Arts Council	£0	£0	£0	£0	£0
<b>Total Grants</b>	£0	£0	£0	£0	£0
<b>Donations</b>					
Falck Renewables	£250	£250	£0	£0	£250
Feis	£0	£0	£0	£0	£0
<b>Total Donations</b>	£250	£250	£0	£0	£250
<b>Highland Council</b>					
HC Share of Utilities	£907	£907	£0	£711	£196
<b>Total Highland Council</b>	£907	£907	£0	£711	£196
<b>Hall Hire</b>					
1 Clubs & Community	£589	£695	£106	£1,049	(£354)
2 Commercial Organisations	£1,082	£1,171	£89	£831	£340
PA System Hire	£0	£0	£0	£0	£0
<b>Total Hall Hire</b>	£1,671	£1,866	£195	£1,880	(£14)
<b>Catering</b>					
3 Catering Services	£2,243	£2,330	£87	£1,693	£637
Lite Bites (Nett)	£0	£0	£0	£0	£0
<b>Total Catering Services</b>	£2,243	£2,330	£87	£1,693	£637
<b>Functions &amp; Events</b>					
4 GLEN Events	£517	£1,719	£1,202	£1,280	£439
Hogmanay 2009	£1,394	£1,394	£0	£426	£968
<b>Total Functions &amp; Events</b>	£1,911	£3,113	£1,202	£1,706	£1,407
<b>Total Income</b>	<b>£6,982</b>	<b>£8,466</b>	<b>£1,484</b>	<b>£5,990</b>	<b>£2,476</b>
<b>Expenses</b>					
<b>Utilities</b>					
Gas & Oil	£945	£945	£0	£838	£107
Electricity	£680	£680	£0	£612	£68
Metered Water Supply	£303	£303	£0	£292	£11
<b>Total Utilities</b>	£1,928	£1,928	£0	£1,742	£186
<b>Admin Costs</b>					
Bank Charge	£0	£0	£0	£0	£0
Subscriptions	£25	£25	£0	£135	(£110)
Insurance	£0	£0	£0	£0	£0
Miscellaneous	£1	£1	£0	£33	(£32)
HC Licenses	£0	£0	£0	£10	(£10)
<b>Total Admin Costs</b>	£26	£26	£0	£178	(£152)
<b>Building Costs</b>					
5 Cleaning	£0	£2	£2	£18	(£16)
Repairs & Maintenance	£200	£200	£0	£277	(£77)
Kitchen Consumables	£8	£8	£0	£21	(£13)
Caretaker's Honorarium	£0	£0	£0	£0	£0
<b>Total Building Costs</b>	£208	£210	£2	£316	(£106)
<b>Events &amp; Fundraising Costs</b>					
6 GLEN Event Costs	£119	£833	£714	£865	(£32)
<b>Total Events &amp; Fundraising Costs</b>	£119	£833	£714	£865	(£32)
<b>Catering Costs</b>					
Catering	£426	£437	£11	£235	£202
Hogmanay 2009	£970	£970	£0	£0	£0
Maggies	£0	£0	£0	£0	£0
<b>Total Catering Costs</b>	£1,396	£1,407	£11	£235	£1,172
<b>Total Expenses</b>	<b>£3,677</b>	<b>£4,404</b>	<b>£727</b>	<b>£3,336</b>	<b>£1,068</b>
<b>Interest Income</b>	£5	£5	£0	£822	(£817)
<b>Operating Surplus/Deficit</b>	<b>£3,310</b>	<b>£4,067</b>	<b>£757</b>	<b>£3,476</b>	<b>£591</b>
<b>Cash Flow/Funds</b>					
Funds as at					
Current Account		4/3/09	19/3/10		
30 day Account		£4,218	£10,911		
Charity Bank		£40,233	£10,585		
Cash		£0	£30,000		
Cash		£15	£179		
<b>Total</b>		<b>£44,466</b>	<b>£51,675</b>		

Notes

- 1 Sunday dancing and Polymer course
- 2 Meetings
- 3 2 Meetings
- 4 Burns Supper and Quiz Nights
- 5 Washing up Liquid
- 6 Burns Night