

Glenmoriston Millennium Hall Management Committee

Minutes of Meeting 21st April 2015

Present: Phil Mansell, Pat Ungless, Carol Pritchard, Betty Draper, Jean Plater, Cherry Duncan, Errol Levings.

Apologies from Hugh Watt, Rachel Hayes, Debbie Cox, Agnes Bell, Christine MacDonald.

1. Minutes of Meeting 10th March 2015

Proposed by Carol seconded by Cherry.

2. Actions Outstanding from Previous Meeting

1. **Hand Dryers in Public Toilets** - Errol has spoken again to Highland Council but is advised that installation will not happen in this financial year. **(ACTION c/fwd Errol)**
2. **Accounts and OSCR Return for year to 31/8/13** - Carol has spoken again to VAL and is waiting for a date to handover paperwork for Accounts preparation for the 2 years to August 2014. **(ACTION c/fwd Carol)**
3. **Highland Council Billing for Utilities** -Billing to Highland Council for utilities in respect of Public Toilets for the period since August 2013 is still to be actioned. Carol intends to complete this in the next day or two. **(ACTION c/fwd Carol)**
4. **Drainage System** - Problems with the drainage system have been resolved for the time being. New pumps and float switches have been installed. Errol has had further discussions with the Highland Council which has agreed to take responsibility for the work required to stop ingress of surface water into the pump chamber. H.C. has also agreed to bear the cost of this work and the replacement pumps.
5. **Fun Day** - Carol reported that the event proposed by Clare over the May Day holiday weekend will not take place as Clare has other commitments.
6. **Rokzkool Access** - The issues of opening and closing the Hall reported at the previous meeting for these sessions have been resolved. The planned Gymnastics sessions are in abeyance at present.
7. **Booking Secretary's Duties** - .Cherry has produced a "job description"
8. **Arm Chairs** - Phil reported that these are scheduled for delivery on 22nd.

3. Secretary's Report - Since 15th March 2015: -

Local lets -2 Music Group, 4 Rokzkool.

Private lets - Trees for Life, Ambulance,4 Yoga.

Commercial lets - 2 Scottish Canals, SW Skye.

Free Lets -Kirk, Ceilidh Night, Senior Citizens AGM, 2 Painting Club.

A new Painting Club started on 10th April. Elaine Minshull is the organiser. As a new club the first 3 weeks are free lets. The Club will meet from 2:00pm to 4:00pm until 22nd May and will

then decide whether to continue through June or break until September. 14 people attended the last meeting. Rokzkool completes sessions this week.

Scottish Country Dancing finishes for the summer at the end of May.

Trees for Life are hiring tables and chairs for an event on 3rd May at a cost of £70.

Highland Council has hired the Hall on 13th May from 6:00pm to 10:00pm for a Ward Meeting.

4. **Treasurer's Report** - Bank Balances are

Scottish Widows - £37063 (including interest of £147)

Current Account - £12647

Deposit Account - £10666

Income for Hall hire has increased compared with last year.

5. **Caretaker's Report** - Usual routine checks and maintenance has been carried out. Errol reported that he has to revise his procedure for logging inspection of fire safety system and equipment as the previous log book format has been replaced by a more complex process that needs to be adapted for the Hall.

Work on drainage system has been carried out.

There is a problem with water entering the oil tank bund space. This needs to be cured as it impairs the function of the space and can also be subject to frost damage. Errol suggests construction of a brick enclosure around the tank.

Following the Fire Risk Assessment carried out by MacGregors last year, further quotes have been obtained for proposed work on alarm systems, escape routes etc that were proposed. Errol reported that he has found comparison and evaluation of these difficult as they differ in proposed scope.

After some discussion it was agreed that a further Fire Risk Assessment should be carried out to obtain a second opinion as to what is really necessary as the recommendations of last year's report appear to the Committee possibly to be excessive. Errol will arrange this and report back. **(Action Errol)**

It is some time since a general "tidy up" has been carried out, to include the Store Rooms and the outside of the Hall including the rainwater gutters.

Betty offered that the Bowls Club would do the East Store Room, Cherry said the Craft Club would do the West Store Room and Errol will organise helpers for the outside jobs. Dates to be arranged but probably after clubs have stopped for the summer. **(Action Betty and Cherry)**

6. **AOB**

Pat asked whether the plant boxes outside the Hall needed planting. Carol thought that maybe the Community scheme now being provided could include provision of plants and will raise this at the Community Council. Cherry and Betty offered to help with planting if required. **(Action Carol)**

Carol said that she had been asked if the Hall were available for a canoe event on 1st and 2nd of September, if required. Cherry confirmed that it is and pencilled in the date.

Carol will open up and Errol to close after the Election on 7th May.

Cherry raised the question of Lite Bites. Clare has offered again to coordinate but suggested that owing to a shortage of volunteers to run for only 2 days per week for 4 weeks. After some discussion it was agreed that “feelers” should be put out now to see how many helpers might be available and then to decide how many days were possible. **(Action Cherry)**.

7. Date of Next Meeting Monday 8th June at 7:30pm.