

## Glenmoriston Millennium Hall Management Committee

### Minutes of Meeting 26<sup>th</sup> November 2018

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

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

2) **Minutes of Meeting 15<sup>th</sup> October 2018**

Proposed by Cherry and seconded by Debbie

3) **Matters Arising**

a) **Lighting Upgrade** – Jon reported that the 5 kitchen and 5 committee room lights have all been changed with LED lights.

**Fire Risk Assessment** – Jon reported that he sent by registered mail a letter to Andy Kearns and since an initial response by him on the 25<sup>th</sup> October has heard nothing. Following discussion, it was decided that Jon should send another registered letter to Andy Kearns stating that The Hall Management Committee have no alternative but to find someone else to finish and commission the work already done. Mr Kearns to be asked to submit his bill which will be adjusted to take into account any monies the Management Committee will have to pay to finish the job and also to return the key. **Action: Jon**

b) **Hall Signage** – on going **Action: Jon**

c) **Oven Thermostat/Replacement Cooker** – Please note that Clare omitted to mention that she had bought two oven thermostats that are in the ovens and explanatory notices have been put in the kitchen.

Clare reported that she had looked at cooker options to reflect changing like for like as discussed at the last meeting. A new 'range' would be slighter larger which would entail the units and worktop having to change but Clare suggested further discussion was needed to look at other options. An alternative option was a separate induction hob with two fan ovens, which could work out less expensive though units etc would still need to be changed.

Patrick offered to look at this and make a floor plan to reflect changes. **Action: Patrick**

d) **Public Toilets** - Patrick reported that a meeting has been arranged for the 3<sup>rd</sup> December with Debbie Sutton, Cllr Margaret Davidson and himself.

e) **Fire Door** – all sorted

f) **Folding Tables** – All arrived and already used.

g) **Car Park Bins** – Carol not at the meeting to comment.

h) **Toilet Doors** – All sorted

i) **Branch Removal** – Clare reported that she had spoken to Steve, Glenmoriston Estate who offered to have a look and cut offending branches. To date nothing has happened so will get back. **Action:** Clare

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4. **Film Nights** – Robert reported that the evening was a great success with 43 attendees and £190 taken which covered the event costs.

The survey that most people completed on the night were very positive. The various forms of publicity worked well, the Fliers, social media, posters and word of mouth. The after-film refreshments were enjoyed and seen as a good way to chat and review afterwards.

Two comments however were made. The sound was too loud but that can be adjusted for next time and the chairs were too hard for sitting for so long.

Discussion followed regarding the chairs. Clare said that maybe it was time to think whether the hall really did need 200 or so chairs. Patrick said he had already looked at some possibilities and costs which he showed the meeting. Each chair would be in the region of £50 - £55 pounds. It was agreed that following further deliberations Patrick would go ahead and order 50 upholstered stacking chairs together with appropriate trolley. These could replace the committee room ones and until such time as there was space in the store room the remainder stored in there too. Ideas as to where surplus chairs could be 'sold' or found a new home welcome.

It was agreed that **Christopher Robin** would be shown on the **28<sup>th</sup> December at 4.30 p.m.** Adults £5 and Children who must be accompanied £3. Ice Cream possibly afterwards. Clare mentioned that there were mats up in the loft as a possible option for children who didn't want to sit on chairs.

5. **Hogmanay – Arrangements:**

Bar and license – Patrick

Publicity – Robert

Robert and Cherry contacts for tickets: over 12 @ £12, 5-12 yrs £1, under 5 yrs free.

Catering – Jean to co-ordinate

Games – Debbie and Lee

**Decorate the Hall** Saturday 15<sup>th</sup> December at 3 p.m. **Decorations down** 2<sup>nd</sup> January 2019 at 11 a.m  
Any old/unwanted decorations to be thrown away and what new ones needed noted for next year.

6. **A.G.M.**

Clare agreed to purchase two bottles each of red and white wine as well as the cheese etc.

Phil established that no other office bearers were standing down but reiterated his intention to stand down as Chairman.

7. **Secretary's Report** – since 15<sup>th</sup> October 2018.

Local Clubs

Private – Ambulance x 2, Yoga x 5, Energise x 4, Music Group x 3, Beavers x 4

Commercial – Care & Learning Art Therapy

Free – Kirk x 2, Ceilidh night x 1, Community Council and Film Night.

A few evening lets had to be cancelled between 22<sup>nd</sup> October and 1<sup>st</sup> November because of the road closure.

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The film night was a success.

On Friday I had a phone call from a member of the public to say water was running out the toilet door. I went down to find the connection to the hot water tap in the disabled toilet had broken and the hot water was gushing out. I locked the toilets and went and got Pam. She phoned her supervisor asking for a plumber. Meanwhile a gentleman who had come in asked for a screwdriver and turned a screw underneath which stopped the flow.

Cherry said it would be useful if the Highland Council could give us a telephone number to display in case of emergencies.

8) **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.

9) **Caretaker's Report** – Mostly dealt with under 'Matters Arising' but Jon added that he had moved the Christmas lights round the hall so they now plug in behind the stage. He has also fitted the steel band round the new tree stand which he'll bring in soon to dry out.

10) **A.O.C.B.**

- a) Patrick mentioned that one of the LED stage spot lights is not working. **Action:** Patrick and Phil
- b) Graham mentioned the lights in a tree – no-one knew what was happening with village lights.
- c) Clare said she had been contacted by a band member of Fourtune asking whether the hall would like them to come and play for a 1/3<sup>rd</sup> of the door money in April 2019. They play mainly Irish music with Swedish and French too. Would need help putting together a poster etc. Following discussion agreed that it was too soon after the Fun Day on the 20<sup>th</sup> April.

11) **Date of the Next Meeting**

**The next meeting will take place on Monday 21<sup>st</sup> January 2019 at 8 p.m.**

The meeting ended at 9.33p.m.