

Glenmoriston Millennium Hall Management Committee Minutes of Meeting 28 February 2017

Present: Phil Mansell (Chair), Patrick Ungless, Cherry Duncan, Graham Wood, Jean Plater, Agnes Bell.

Apologies: Hugh Watt, Carol Pritchard, Jon Smith, Rachel Hayes, Christine MacDonald, Elaine Minshull, Debbie Cox.

1. Minutes of Meeting 10 January 2017

The minutes were approved – proposed by Cherry Duncan, seconded by Graham Wood and adopted as a true record of the meeting.

2. Actions outstanding from Previous Meeting

a) Fire Risk Assessment follow up

In the absence of Jon, it was agreed that the Fire Risk Assessment should be progressed. Professional advice and quotes have been received previously. The Public Entertainment Licence is due for renewal later this year for which a Fire Risk Assessment is necessary. It was suggested that we enquire from Jon what the present status is so that it can be actioned.

Action: Graham will ask Jon for a report for Phil.

b) Hearing Loop Amplifier

Phil reported that the new Hearing Loop Amplifier is up and operating well. This was confirmed by a resident at the last ceilidh evening.

c) First Aid Book – recording required

Phil distributed Accident Report sheets for approval. Thank you, Phil.

It was agreed to amend title to “Accident Report” and to put two signs up, one in the kitchen and one on the notice board inside the main hall, requesting that the Accident Report sheet kept in the First Aid boxes be completed in the event of an accident occurring.

All Club Secretaries and Hall Users are to be made aware of this procedure. This will be done verbally to Club Secretaries and written on Hall Booking/ Conditions of Let forms.

Action: Cherry.

d) Heating in toilets

Cherry confirmed that there is a thermostat on the ladies toilet radiator which she had turned down. There is no thermostat in the storeroom. The Committee Room heating can be activated independently of the main hall but when the heating is on in the main hall, it is also on in the Committee Room. Heating in the main hall has an automatic frost stat which triggers at 9 degrees C.

Action: Phil, Patrick and Graham will look later to try to locate relevant thermostats.

e) Defibrillator

Cherry reported that there had been no further information from Sharon Ferguson and that the defibrillator has not yet been fitted. It had been suggested that it be fitted on the wall outside the toilets but it was thought that outside the main door to the hall would be a better option.

Action: Cherry will contact Sharon Ferguson to discuss and report back.

4. Caretaker's report

In his absence from the meeting, Jon had sent the following email:

“Very little to report.

The tank pumps tripped out the other week but on inspection, they reset okay so the blockage cleared by itself, tank might need to be emptied for the start of the season.

Toilet heating. I had a look at the panel in the storeroom, it only appears to be a timer with no means of adjusting the temperature, so it's quite possible it needs adjusting on the boiler itself?

Fire risk is on-going.

Oil tank will probably need to be filled at next oil group day.”

5. Secretary's report

Lets since 9th January 2017

- Local clubs weekly
- Private – Ambulance x2, Margaret Davidson
- Commercial – Social Work Skye, NFU
- Free – Senior Citizens' Dinner, Kirk, Ceilidh Night, Community Council.

The hall was used for refreshments after the funeral of Isabel Greig on the 12th January.

The car park was closed on Monday and Tuesday 30th, 31st January for partial resurfacing. Cherry had to cancel Bowls and Children's Dancing at short notice because she only found out on the Friday afternoon.

Scottish Canals have booked two days in March for their annual training and NFU have also booked again in March.

The Ambulance Association are holding a retirement event for Kirsteen McKenzie this Friday (3rd March).

On 24th March, pianist Catherine Nardiello is holding a concert at 7.30pm.

The Scottish Dance Club are holding their Annual Rally on Saturday 1st April.

6. Treasurer's report

Note of receipts and payments to date submitted.

Since January 2017 £946 more was received than was paid out. However, since September 2016, we have spent £1100 more than has been received. This is probably due to the decrease in number of lets.

Hogmanay showed a profit of £300 - £400.

Our thanks go to Sandy Greig for his donation of £40.

7. Table Sale

Clare Levings had asked about holding a Local Crafters Table Sale along the lines of a Craft Fayre over three days in the summer. It would cost a flat rate of £10 per table.

Action: Cherry to get more details from Clare.

8. Elvis Tribute Night

Cherry had received a request from Maureen Rowland about holding a tribute night on Saturday 29th April. The performer charges £180 and the proposed ticket cost was £10 per person.

It was agreed that the Hall Committee would back the event but that Maureen and her friend Julie would be responsible for all organisation – booking the performer, advertising, tickets, etc. Tickets could be sold at any time but posters should be put out not earlier than beginning of April.

Action: Agnes to contact Maureen and invite her and Julie to the next Hall meeting.

9. AOB

- Our thanks go to Patrick for cleaning the Committee Room carpet.

10. Date of next meeting

Tuesday 11th April 2017 at 7.30pm

Meeting closed at 8.50pm