

Glenmoriston Millennium Hall Management Committee

Minutes of Meeting 4th September 2017

Present: Phil Mansell, Pat Ungless, Cherry Duncan, Agnes Bell, Jon Smith, .
In attendance - Kelvin Hill

Apologies from Hugh Watt, Debbie Cox, Carol Pritchard, Jean Plater, Christine MacDonald, Graham Wood.

1. Minutes of Meeting 24/5/17

No minutes were available for that meeting.

2. Actions Outstanding from Previous Meeting

1. **Fire Systems Upgrade-** No action has been taken to appoint a contractor to carry out work previously proposed. It was thought that a decision had been taken at the previous meeting to proceed with Highland Testing who had previously quoted.

This was confirmed and Jon will make the necessary contact. Scope of work to be reviewed before finalising as original quote included items such as automatic dialler that is not considered necessary.

A further quote to be requested to cover replacing the fluorescent light fittings in the kitchen and Meeting Room to include LED lights, to be carried out at the same time. After some discussion it was agreed that the Main Hall should be included, providing new low energy lights. Quotes to be finally confirmed when available. **(Action Jon)**

2. **Drainage System** - At the previous meeting Pat agreed to contact the Highland Council to request action on upgrading the septic tank system to meet the capacity required in peak tourist season.

Correspondence has taken place that has resulted in a letter from Ricky McNab dated 8th August, undertaking that the Council will consider and make proposals for discussion with an intention that work should be carried out this winter. No meeting has yet been scheduled and Pat will follow up as necessary. **(Action Pat)**

3. **Footfall Counters for Public Toilets** - At the previous meeting Graham had agreed to look at availability of a counter to measure footfall into the Public Toilets as this information would be key in design of any upgrade to the drainage system. Phil thought that Graham had discounted this option on grounds of cost. Graham to be asked to provide feedback. Kelvin offered to look at options. **(Action Phil)**

3. Secretary's Report - Since 24th May 2017: -

Yoga and Scottish Country Dancing continued until the end of June. Yoga has now restarted and Dancing this week. Craft Club and Music Group have continued through the summer. Bowls restarts in October.

Private lets - Deer Group 2, Camera Club, Scottish Womens Institute, Ambulance, Social Work Skye, 1 Function.

Commercial lets - NHS 3, Highland Council, NFU, Vestas.

Free Lets - Ceilidh Nights 3, Lite Bites.

Love Productions booked the Hall for 5 days in July but did not use it owing to lack of mobile signals. This booking was not cancelled so they were billed for a reduced amount of 50%.

Lite Bites took place for 4 weeks and was successful although income was reduced compared to previous years.

Phil added his thanks to all who helped with Lite Bites.

4. Treasurer's Report - The financial year ended on 31st August. Accounts show that there was a surplus of income over expenses of £695. This is a reduction on previous years. Hall hire charges have remained similar but Lite Bites was £773 down on last year, possibly due to reduced hours. Lite Bits income less expenses was £1443.

Cost of heating oil was £600 higher than last year; the amount of oil in the tank at the end of the year varies from year to year although the cost of oil has also increased. Repairs and Maintenance costs show an increase of £961 compared to previous year; in part arising from the costs of septic tank emptying and drainage pump repairs. The Hall is liable for 25% of these costs with the Council contributing 75%.

Total income and expenses are broadly in line with previous years and these figures do not suggest any serious problems with the ongoing financial situation. Next year is likely to show a significant increase in costs arising from Fire Systems and Lighting upgrades proposed. The reserves accumulated from previous years is adequate to meet these costs.

5. Caretaker's Report - Heating and Gas checks have been carried out and the boiler serviced. Septic tank was emptied 10/8/17 after pumps tripped and the Toilets closed to the public as SureClean were unable to attend for a week. Local use was continued.

Fire Alarm checked last week

A Work Party needs to be assembled in the Spring to carry out a clean up around the hall and to clean out the rainwater gutters etc.

No other issues other than an emergency light in the kitchen needing to be replaced.

6. **Order of St John Fundraising Ceilidh** - Phil raised the possibility of organising a Ceilidh to help to raise money for the St John committee in order to contribute to a Raigmore "Project". Fundraising Ceilidhs have taken place in Inverness in previous years that have been poorly attended and Phil believes that an event in Invermoriston might be more successful. He is asking if the Committee would be prepared to organise such a Ceilidh at a date to be decided, probably in the spring of 2018.

This would be a "Hogmanay" style event with food and dancing.

This was agreed in principle on the basis that the Hall would be hired out at the usual local function rate and all proceeds going to St John. Food and music to be organised by us with joint efforts on publicity. An entry charge of £10 was suggested.

Phil will report back on progress. **(Action Phil)**

7. **AGM Date** - A date of Wednesday 1st November at 2:00pm was set for the AGM.

8. **AOB**

Cherry reported that she had the forms for renewal of our Public Entertainment License which is due in November.

9. **Date of Next Meeting** - Wednesday 18th October at 2:00pm.