

Glenmoriston Millennium Hall Management Committee

Minutes of Meeting 8th June 2015

Present: Phil Mansell, Pat Ungless, Carol Pritchard, Betty Draper, Jean Plater, Cherry Duncan, Errol Levings, Debbie Cox, Christine MacDonald, Agnes Bell, Clare Levings (part).

Apologies from Hugh Watt, Rachel Hayes.

1. Minutes of Meeting 21/4/2015

Proposed by Carol seconded by Errol.

2. Actions Outstanding from Previous Meeting

1. **Hand Dryers in Public Toilets** - This item carried forward but no action expected until 2016. Margaret Davidson has been informed.
 2. **Accounts and OSCR Return for year to 31/8/13** - Carol reported that final accounts for the two years and OSCR return have not been completed. A duplicated payment transaction that took place in 2014 was discovered and action to obtain a refund from Santander is required before resubmitting books to VAL. **(ACTION c/fwd Carol)**
 3. **Highland Council Billing for Utilities** - Invoices to Highland Council for utilities in respect of Public Toilets for the period since August 2013, value £2320, have been submitted to the Council.
 4. **Fire Risk Assessment follow up** - It had been agreed at the previous meeting that a second opinion on the recommendations of the Risk Assessment carried out in 2014 should be obtained. Errol reported that this has not been done as he is unwell. In view of this Errol advised the Committee that he would like to handover this issue. It was resolved that Pat and Phil would take the paperwork and continue to resolve the matter. Errol also indicated that he wanted to stand down as Caretaker. A replacement is required. **(Action Errol Pat and Phil)**
 5. **Flower Boxes** - Carol has made arrangements for plants to be provided by the Community Company and these have been planted.
 6. **Store Rooms Clear Up** - The East Store Room has been tidied and cleaned by the Bowls Club. West Store Room not yet done. Gutter cleaning not yet carried out.
3. **Lite Bites** - Clare advised the meeting that she had contacted potential helpers for Lite Bites and had replies from all except 2. As a result she is able to staff the 4 weeks for 3 days per week with the exception of the Wednesdays of the first and last weeks which will not open. Dates are confirmed as 20th July to 11th August. Clare left the meeting.
4. **Secretary's Report** - Since 27th April 2015: -
Local lets -5 Painting Club.
Private lets - Margaret Davidson, Ambulance, 5 Yoga, FAGGBI.
Commercial lets - Forestry, 2 Highland Council, NFU, NHS, SW Skye.
Free Lets -2 Kirk, Ceilidh Night, Children's Committee, Craft Club AGM, Bowls Club AGM,

Community Council.

Functions 1

The only clubs still meeting are Craft and Painting. Craft Club finished on 20th June and will stage a Craft Fayre on 15th August. Painting Club is booked until 3rd July, when it will become "attached" to the Hall as a regular user and be invoiced quarterly. 45 lunches for NFU and NHS last week. Community Company has a drop in evening 17th June and Forestry has booked 30th July for a drop in consultation on tree felling. Forms have been completed for election in May 2016. The Heritage Group has booked the Hall for the 3rd Tuesday from September to March excluding December.

5. Treasurer's Report - Bank Balances are

Current Account - £15002

Year to Date shows a surplus of £903

6. Caretaker's Report - Usual routine checks and maintenance has been carried out. Boiler has been serviced and the gas installation inspected and a certificate issued. The drainage pumps have required resetting on 2 occasions.

7. AOB

There was no other business

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