

**Minutes of the Leanaig Community Centre
Supervisory Committee meeting held on
Wednesday 14 June 2017 in the
Staff Room at Ben Wyvis Primary School**

PRESENT: Jim Attwood (JA), Hazel Bushell (HB), Catriona Meiklejohn (CM), Lily Urquhart (LU), Frank McConnell (FMcC), Ian Goode (IG) – Highlife Highland (HLH)

JA, standing in for the Chairperson (Fiona MacKintosh), welcomed everyone to the meeting.

APOLOGIES: Martin McLauchlan, Fiona MacKintosh, Alistair MacKintosh

MINUTES of the PREVIOUS MEETING The minutes were proposed for adoption by CM and seconded by HB.

MATTERS ARISING

- CM would have a look at the kitchen trolley with a view to making it more stable. If this could not be done a new one would be sourced.
- IG advised that the handover of the main hall/gym was scheduled for week commencing 26 June 2017 when all internal works had been completed. The hall looked very good and had been well decorated. External works to site an air handling unit were scheduled for the school holidays.
- IG produced a revised copy of the HLH leaflet. The ban on wearing high heel shoes had been added. One word was identified as requiring alteration after which the leaflet would go into production.
- IG stated that the Handbook was still being developed and would be issued in a lever arch file.
- IG had managed to site the trolley and laptop computers in the reception office such that a new electrical socket was not now required.
- IG stated that all PA systems had been checked and were operational.

TREASURER'S REPORT

There had been no movement in funds and the bank account balance remained at £26,972.93.

USAGE REPORT FROM HIGHLIFE HIGHLAND

A copy of the user numbers figures for April and May 2017 was produced by IG and is held with these minutes. User number figures for the WRI and Lunch Club were now included. JA pointed out that the bar chart referred to Gairloch Leisure Centre. IG apologised for the error and requested that the chart be ignored.

User numbers for the period had once again been affected by the unavailability of the main hall because of works being carried out to improve the heating in the hall. Figures for May 2017 were enhanced due to the local election.

A draft programme for the period 03 July to 12 August 2017 was handed out together with the programme for the Playscheme activities arranged for July 2017. Attendance at these activities is restricted to a maximum of either 10 or 15 children. Most of the activities were over-subscribed and HLH staff held waiting lists in the event of cancellations.

A Yoga class is scheduled to start on a Wednesday after the Summer holidays and the Parent and Toddler Group will continue to meet during the holidays.

IG advised the meeting that Elizabeth was terminating her employment the following day. HLH staff would now be Paula, Struan and Julie.

AOCB

CM advised the meeting that Margo Smith was stepping back from her role with the Lunch Club and CM would be the main point of contact. The article in the Conon Craic had generated a couple of volunteers but more would be appreciated.

Date of next meeting

JA thanked everyone for attending the meeting. The next meeting would be held on Wednesday 06 September 2017 at 7.30pm in the Staff Room.