

# NORTH KESSOCK AMENITIES ASSOCIATION

## Minutes of Meeting held on 11<sup>th</sup> April 2018 Committee room, North Kessock Village Hall, North Kessock

<u>ITEM</u>	<u>ACTION</u>
<b>Chair welcomed all to meeting:</b> Present: Seoras Swanson (SS); Trina McEwan (TM); Alison Swanson; Helen Morrison (HM); Evelyn MacDougall (EM), Angus MacLean (AM) and Jim Farquhar (JF).	All
<b>1 Apologies:</b> Fiona McKay and Cathy Lush.	
<b>2 Approval of Minutes</b> – Minutes of 7th March approved. Proposed by Angus, seconded by Helen.	All
<b>3 Matters Arising:</b> - Item 11 - Seat to follow, other items will be covered during the meeting.	All
<b>4 Treasurer's Report:</b> <ul style="list-style-type: none"> <li>• Full report presented to meeting.</li> <li>• Higher income over expenditure for March.</li> <li>• Still outstanding invoices which will be followed up, one consistently overdue, will report back at next meeting.</li> <li>• The Independent Examiner has agreed the 2016/2017 accounts and they have been accepted by OSC</li> <li>• R.</li> <li>• The Highland Council have agreed that we are exempt of Rates and Water charges as we are a registered Charity. We pay £15.00 to £21.00 for waste collection.</li> <li>• Insurance via the Highland Council, we will now pay (same amount) to Zurich directly.</li> </ul>	HM
<b>5 Booking Secretary(s) Reports:</b> <ul style="list-style-type: none"> <li>• Events: Nothing to report. September event date now not required. Requests for May and June will be notified that we are not accepting bookings during this time.</li> <li>• Regulars/Clubs: A new fitness class had block booked the hall, but has now been cancelled due to lack of numbers.</li> </ul>	AS EM
<b>6 Hall charges:</b> Deferred till next meeting.	All
<b>7 Hall roof:</b> Work has not yet started, will be followed up.	SS
<b>8 Hall floor:</b> <ul style="list-style-type: none"> <li>• Floor showing signs of 'wear and tear' occurring during normal course of use. Consideration to be given to regular treatment of floor. JF suggested a yearly refurbishment perhaps in the Autumn before the increase (of hall) winter use.</li> </ul>	SS JF

9	<b>Risk Assessment:</b> RA deferred to next meeting.	All
10	<b>SCIO:</b> <ul style="list-style-type: none"> <li>Letter received from OSCR stating that they have approved our application to change to a SCIO.</li> <li>Bank changes – in progress. Bank account number will remain the same, just need to change name on the account. JF asked if we have a timescale for change – no date given by Bank.</li> <li>Transfer of hall from SCO to SCIO can be undertaken once bank accounts are changed.</li> </ul>	SS SS/HM JF SS
11	<b>AOCB:</b> <ul style="list-style-type: none"> <li><b>Mrs Fairie’s chair:</b> completed, awaiting delivery. Jim offered to ‘break up’ the concrete base where the new chair will be placed. Angus offered to help with base construction.</li> <li><b>Hall report:</b> Received a paper copy from Donald MacRae: paper report received, read out pertinent points raised, Angus and Jim asked to look at items raised within the report, prioritise them and feedback to future meetings. Thank you letter to be sent to Donald MacRae, thanking him for work on report.</li> <li><b>Summer Show:</b> Flowers - Jean Munro unable to attend show, but she will get judge(s).  Baking – Cathy Chisholm unable to attend. Another will be contacted.  Craft – Maggie MacDonald – yes she can attend.  Fruit and vegetables – Simon Fraser to be contacted.  Programme – will be sent to committee</li> </ul>	JF/AM JF/AM TM EM EM TM TM
12	<b>Date of next meeting:</b> Wednesday 2 <sup>nd</sup> May, 7pm at 8 Bellfield Road, North Kessock.	All
13	<b>Fire Alarm:</b> Will be done on Monday 16 <sup>th</sup> April.	SS