Balloch Community Association

Draft Minutes of Committee Meeting 19 May 2014

Present: B Lowrie, R McGowan, M Reid, L Robertson, L Lowrie, I Brill, J Card.

Apologies: None

Minutes BL read out the minutes of the last meeting which were approved, proposed by M Reid and seconded by L Lowrie.

 Matters arising from Minutes of Last Meeting.

 BL has done Fire Risk Assessment and printed out the document.

In case of an accident, individual groups using the hall should enter details in their own Accident Book. Such a notebook should also be purchased for BCA.

Lights with dimmers have now been installed in large hall and wiring and switches are in place for the new disco lights.

The Emergency Exit faulty light bulb has been replaced.

 Battery operated back-up lighting systems in case of power failure cost about £50 each and are required for hallway. PIR activated illumination is needed for exit ramps.

 Illumination of the external signage is planned for over the summer-£1800 would complete all these works.

Correspondence

a) A letter of appreciation of the hall and its facilities has been received from the Pilates group.

b) The boxing club man has been served with a claim from the Small Claims Court. This led to his sending a cheque for £150.The committee decided to waive the £25 in charges which had been incurred. A receipted invoice will sent to the gentleman, finalising the matter. Action….BL

c) Kerry Chancellor, the lady who wanted to start an After School Club has again been in touch and had put out a differently worded questionnaire to parents to assess demand. This was again discussed by the committee and she is to be contacted to suggest that if she were to establish her business through the school in the first instance, and when it was a going concern, the committee would look at all options involved in offering the hall facilities for such a long term let. Action….BL

Agenda

President’s Report.

 Lighting. A Smart Electric Meter has now been installed, thereby eliminating future estimated readings.

 Welcome funding from Scotmid has provided the new lighting in the hall, which will make a great difference to the ambience of evening events held there.

.Ladies Toilet. BL installed the new washbasins, invoiced for his time and made a donation to Highland Hospice.

 There is a need for some new small tables. The current ones actually belong to the Toddlers Group, and 2 have gone missing.

 New locks have been installed on the big gate at the side of the hall.

 Saturday Footballers had been surprised at the charge for renting the halls for 8 hours for a function. The rent would be Community Rate and that would be £112.

Treasurer’s Report. JC informed the committee that at 6 May the bank balance stood at £9022.

 Still to be paid out are £1000 for the work on the internal doors and £250 approx for electrical work.

 1.Storage Facility. Shed. Estimates had come back for the ground works, excavations, concrete base for such a storage shed.

 Inverness Paving £ 3000, Ace Surfacing £4750, John Moore £2700.

Doing this work “in-house” would still cost over £2000. After much discussion, it was decided that, added to about £1400 for the actual shed, such expenditure could not be justified at present.

 It was suggested the shed be sold, and offered first to the Football Club, who might want to place it on the pitch area.

Ownership of the pitch was again discussed-who would be responsible for agreeing to shed there? Council member to be asked to find clarification. Action …IB

2. Hall Walls. BL would like to upgrade the interior walls of the hall and was asked about the cost of this £90 for plasterboard, £200 for replacing skirting and £500 for the vertical joining strips. This would then be painted. Concern was raised that such paintwork would need regular maintenance in future, which would have to be budgeted for. No consensus was reached and the ideas suggested will be considered further over the summer.

3. Bookings. The Birthing Class had cancelled their let of the Small Hall because of the Badminton Club being on at the same time.

P7 end of term disco, organised by parents, is to take place in the hall.

 Marie Curie Cancer Care asked to borrow 6 tables and 30 chairs for an event on 30 June, returning them on 1July. This was approved.

 Larger event would like 10 tables and 100 chairs from 18-20 June. This will not be possible.

 AOCB.

1. MR has produced accounts spread sheets which would provide a simple way to monitor on-going income and expenditure. She talked the committee through the procedure and agreed to explain it is detail to JC.
2. MR has had extended Email correspondence, which was read out, with the lady from Highland Doggy Daycare, regarding outstanding bills. This she has done in a very conciliatory manner, which was admired. The committee gave MR its complete backing. Should this matter, or any other, need further discussion before the next scheduled BCA meeting, committee members agreed to such consultation.
3. Grant application for funds from the Council needs to be applied for. Action…MR
4. IB asked if the Community Council could have keys for the outside door and the Committee Room, where they meet. LL will leave room unlocked on evenings of the meetings. Also the

Badminton Club do not have a key for the kitchen door. Action…BL

Date of next meeting – Wednesday 17 September 2014 - 7.30 pm.