Balloch Community Association

Draft Minutes of Committee Meeting September 2014

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

**Apologies:** R McGowan

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

 **Matters Arising from Minutes of Last Meeting.**

 Fire Risk Assessment is complete for Entertainment Licence.

 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. **Action BL**

 Emergency lighting, security lighting and smoke alarms have all been fitted.

 Front door sign now illuminated for 6 hours from dusk.

 Improved signage at front door is now in place. BL was thanked.

 The shed at side of building is to be offered to the Football Club **Action MR**

**Agenda**

1. **President’s Report.**

 Fire drills should be done regularly by each user group.

Disco lights have been installed, funded partly by Scotmid’s grant. Again, that organisation

was thanked.

In July MR had obtained the offer of a PA system and lights. BL felt that the delay in getting this offer meant he had to accept Scotmid’s grant so that lights were installed for a party booking. Discussion followed. MR was unhappy that the offer from someone in the village to supply a PA system and more specialist lights had been rejected.

1. **Treasurer’s Report.** JC informed the committee that the bank balance stood at £8969.

MR and JC have set up a new financial system for the computer and talked the committee through all the figures. Budgeted figures and actual figures are all very clear and MR and JC were thanked for the tremendous amount of work they had put in to get this system up and running.

1. **Hall Rental Rates**. As the Committee Room no longer exists for letting, there is a change in the “whole facility” meaning on the Booking Form. It was decided that mention of Community Room is to be removed from the form. Whole Facility Rate is now to read £18 per hour and Evening Weekend Rate is to be £25, per hour. **Action LL**
2. **Storage in Committee Room**. The committee looked at the items stored there, and felt that shelving would not really be of help. At present the items stored on the floor seem to be accessible and not in anyone’s way. It was pointed out that the Playgroup does have storage cupboards in both the large and small halls.
3. **Roof**. There is a leak in the roof. BL has investigated the condition of the roof and applied sealant to one joint which seemed to be at damaged. He found that in the past tape had been applied over some of the aluminium box joints. Insurance policy regarding the roof will have to be looked at, as this would be a very large job in the future.
4. **Highland Doggy Daycare** This organisation still owes £110 but it was decided that pursuit of this debt would be counter-productive.
5. **Large Hall Walls Upgrade.** BL had been to Ardersier Hall and showed the committee what had been done there as wall coverings.
6. **Area to West of Hall** The opportunity had arisen over the summer to have the small area west of the hall excavated at a reasonable price and this was done. It was decided to postpone the question of how to progress on the laying of Locbloc.

 **AOCB.**

1. A further set of Xmas lights is to be purchased for outside the building.
2. The 800 litre galvanised dustbin has been damaged. Replacement smaller bins would cost £270 each.
3. Football Club. MR put the case for the children playing football for an hour and a half on a Saturday morning to be allowed to use the hall toilets. She cited Glenelg where the council pays for the Community Hall toilets to be open for the public during specified hours. Balloch has no public toilet, and using the school for such a purpose on a Saturday morning is not possible.
4. LR asked for clarification that the BCA Facebook page should not contain comments which do not reflect the views of the BCA Committee. BL explained that anyone posting a comment has to state whose personal comment it is.

**Date of next meeting – to be advised.**