

1 Attendance

1.1 Members Present

Alasdair Morrison (AM) - Chair
David Knox (DK),
Erik Lundberg (EL),

Wilma Williamson (WW),
Sandra Hogg (SH),

1.2 Apologies

Isobel Macleod (IMac),
Alistair Norrie (AN)
Izzy Maclean (IM)

2 Minutes

2.1 Proposed/Seconded

Proposed by SH and seconded by EL.

2.2 Matters Arising

2.2.1 Defibrillator Training

AM reported that training for use of the defibrillator had been arranged for Thursday 25th June at 7:30pm. AM would inform the user groups, EL was to provide a list of the email addresses for the relevant contacts. It was agreed that SH would further publicise the training on Facebook and the website.

2.2.2 Risk Assessment

AM intimated that AN had arranged that this would take place sometime in June.

3 Treasurer's Report

SH presented the latest management accounts. She observed that the sum spent on cleaning materials, which included paper towels, had been much higher than expected. AM would discuss options with the contractors to see if there could be any savings.

4 SCIO

4.1 Progress Report

SH reported that she had submitted the bank account application and that the details and cheque books would arrive in the next couple of weeks. It was agreed that invoicing for May would be done as the KDAA but that all invoicing would switch over to the KCC from 1st June 2015, once the account details were available. SH would liaise with WW regarding this.

Kirkhill and District Amenities Association

COMMITTEE MEETING

Monday, 25 May 2015

5 Gala

5.1 Barbecues

There was some amendment to the rota for provision of the barbecue on the Sunday afternoon and Wednesday, Thursday and Friday evenings of Gala Week.

It was confirmed that the following would operating the barbecue:

Sunday	AM/EL
Wednesday	DK/ Doug Courts
Thursday	SH/TBC
Friday	KM/Doug Courts

EL would collect the burgers from Munro's for the Sunday (100) and pay for them on Saturday, DK would collect for the Wednesday (200).

SH will organise floats for the BBQ.

5.2 Gate

Volunteers are required to man the desk at the gate on Gala Day.

SH will find out about the entry charges for the Gala Day.

5.3 KCC Membership Stall

It was agreed that the KCC would join forces with the KBCT on Gala Day and have a stall to advise on KCC membership as well as the shop project.

6 Regular Items

6.1 Maintenance

6.1.1 Fence Repair

EL reported that the fence repair was still outstanding and that he was waiting to hear when it could be carried out.

6.1.2 Tarmac in the car park

EL reported that he had now received three price for the work to replace the tarmac and install a slot drain in the car park. The three prices (all plus VAT) were £7728, £6172 and £4108. It was agreed to proceed with the lowest of these and that I&K Fergusson would be asked to carry out the work, subject to money being available in the next year's budget.

6.1.3 Salt Bin

EL had obtained a price for replacing the Salt Bin in the car park which was damaged beyond repair. A new bin would cost £112. This would be obtained, subject to money being available in the next year's budget.

6.1.4 Hall Floor

AM reported that the Hall Floor would be treated on the 27th July and would require to be left for three days thereafter. WW would confirm that this was not going to be problematic.

Kirkhill District Amenities Association

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COMMITTEE MEETING

Monday, 25 May 2015

6.1.5 Hut Demolition

AM reported that the hut in the car park was in a state of serious disrepair. It was agreed that there was no need for it and it was agreed that it should be demolished. DK expressed an interest in any scrap wood for the use of the Cub Scouts for Up Helly Aa in January 2016. The scrap wood would need to be stored until then.

6.1.6 Piano

The piano on the stage had not been used for a number of years and was now redundant. It was agreed to get rid of the piano to anyone willing to remove it. SH is to organise advertising it online.

6.2 Safety

6.2.1 Door Striker Plates

AM reported that a child had been injured by the sharp edges of a striker plate at the foot of one of the doors in the centre. While the incident had not been reported in the accident book, AM had examined all the plates and filed down any sharp edges he had found.

6.3 Action Calendar

6.3.1 Fire Extinguisher Inspection

AM reported that the fire extinguishers had been inspected that day and that a certificate would be issued presently.

6.3.2 Cleaning Contract

It was thought that the cleaner's contract was due for review. However, this had been done recently at the start of the financial year, so SH would check to see if a review was required.

6.3.3 Inverness Area Sports Council

The membership of the Inverness Area Sports Council was due at the AGM, which would take place on Tuesday 26th May. DK would ensure that the renewal was delivered in time.

6.3.4 Interior Paintwork

AM would inspect the interior paintwork to identify where work was required.

6.3.5 Disabled Ramp

EL reported that there was some repair work required to the disabled ramp at the fire door in the Williamson Room. He would organise this to be carried out.

7 Sports Field Drainage Project

EL reported that there had been a meeting with himself, AM and IM to discuss the requirements for Gala Day. There had been a number of proposals made and EL would revise the work schedule accordingly.

8 Hub/Shop Project

EL reported that there had been a meeting held in the centre on 19th May to discuss the project. It has resulted in publication of a questionnaire which would be distributed on Gala Day to garner data which would then be used to support any application for funding.

He further reported that a meeting with the Roads Department had identified issues with some of the proposed sites and had also resulted in some useful advice as how to proceed with the project.

9 AOCB

9.1 Offer of PA system

AM reported that he had been approached by Paul Haigh who had a PA system which he was offering the use of to the community, with the proviso that it could be stored at the centre.

It was agreed to accept the kind offer, subject to suitable storage being found.

9.2 Tidy up

EL reported that, following the Tidy Up on the 25th April, he had become aware that there was considerable debris under the bottle bank bins. He proposed that the bins should be moved, when they were next emptied, to allow clearing up of this debris. EL would organise this.

9.2.1 School Car Parking

SH reported that she had become aware of a proposal to use the Community Centre car park for parents collecting children from the school. While there was no objection to this in principle, it was felt that the KDAA should be included in any discussions regarding improvements to the area to permit this. EL would speak to the KBCT and the School Parents' Council regarding this.

H & I Enterprise Census

SH reported that she had received notification of a census being carried out by H&I Enterprise of voluntary organisations. SH would complete the census on behalf of the KDAA/KCC.

10 Date of Next Meeting

The next meeting will be held on Monday 29th June 2015 at 7:30pm in the Williamson Room in the Community Centre.