

Kirkhill and District Amenities Association

COMMITTEE MEETING

Monday 5th August 2013

1 Attendance

1.1 Members Present

K MacDonald (KM) - Chair,
S Hogg (SH),
D Knox (DK),

W Williamson (WW),
A Morrison (AM),
D Courts (DC)

1.2 Apologies

I MacLeod,
K Horne

2 Minutes

2.1 Factual Amendments

2.1.1 Dates

The dates on the second and third pages were incorrect.

2.1.2 5.3 Projector

AM had already examined the options for addressing the problem with the sound system and had made a proposal but it had been agreed that any decision should be put off, pending input from users and potential users.

2.2 Proposed/Seconded

Proposed by SH and seconded by AM.

3 Safety

3.1 Fire Alarm Testing

AM had raised the issue of the missing keys with the sub-contractor, GA Barnies. They informed him that the keys had been left in the metal cabinet for the main contractor, R&R. The main contractor was unaware of the location of the keys. AM is to approach the sub-contractor for replacement keys.

A sign indicating the location of the First Aid box in the Williamson Room was still to be installed..

4 Treasurer's Report

SH presented the final monthly report before the year end at the end of August.

Income was down on the previous year but this was due to the Centre being shut for the renovation works.

A donation of £170 had been received from Achnagairn House. This had been raised from the sale of afternoon teas at their open day. The committee thanked all those involved for their generosity.

Kirkhill and District Amenities Association

COMMITTEE MEETING

Monday 5th August 2013

There had been expenditure on the hall floor and on a replacement winder for the tennis net. It was noted that the tennis net support had been broken and would require to be welded.

There had been no financial movement on the KCF Project which was giving some cause for concern.

5 KCF Project

AM presented a report on the progress of the KCF Project.

5.1 Finances

Following on from the Treasurer's Report, AM indicated that the final account had still to be received from R&R and was now 6 months overdue. The QS was to send what he considered to be the final account to R&R for agreement and it was hoped that this would result in some action. However, the LEADER claim would require to be extended again, beyond the current deadline of the end of August.

There followed a discussion about the implications of the contractor not submitting the final account. SH indicated that if that were the case, she estimated that the KDAA would be liable for approximately £3000.

5.2 Work Outstanding

There had been no work on the long list of outstanding issues since the previous meeting. There had been an architect's inspection in June where a list of issues had been passed to the contractor for action. There had been no progress on this list since then.

5.3 RIBKA

AM had met with Leslie Callander of Rybka with a view to addressing their shortcomings in the design. Rybka had offered to waive the remainder of their fee, being £1224. In order to close the matter, it had been agreed that this offer should be accepted.

5.4 Maintenance Book

AM is to organise a Maintenance Book, in which users will be able to report any issues that they encounter. This will be located in the kitchen.

5.5 Notice boards

It was agreed that the large noticeboards would be placed in the Main Hall. They could be removed easily if there were a requirement so to do.

6 AOCB

6.1 Lockable Cupboards

The Orrin Dancers had asked if they could have access to a lockable cupboard in the Williamson Room in order to store items. AM is to organise a key for them which will be able to unlock the front door and the relevant cupboard.

Kirkhill and District Amenities Association

COMMITTEE MEETING

Monday 5th August 2013

6.2 Vandalism

There had been numerous incidents of vandalism around the Community Centre lately. These included:

- a) The Calor Gas tank cover had been broken;
- b) There had been damage to the box where the gas pipe entered the centre;
- c) As previously noted, the tennis net in the MUGA had been broken;
- d) The ashtray, provided at the front door for smokers, had been wrenched open;

KM noted that he had recently installed a CCTV system which had resulted in a reduction of similar incidents and that the KDAA should consider the same. KM is to investigate further.

6.3 Heating

AM indicated that there was a need to instruct the users in operating the heating for the Williamson Room.

6.4 Broadband

DK reported that he had not made any progress with this and would investigate before the next meeting. SH or AM would provide the account details for the telephone line.

6.5 Tractor Battery

KM reported that the battery for the tractor was needing to be replaced and that he had arranged for a new one.

6.6 Tennis Membership

It was noted that there had been some abuse of the Family Tennis Membership whereby the MUGA had been used for football. There followed a discussion about whether the MUGA should be opened for a time to allow children to play football. It was decided that this was not a good idea and that those who were abusing the Tennis Membership should be dissuaded from doing so.

6.7 Archery Club

WW reported that she had been approached by the Inverness Field Archery Club with a view to them hiring the Main Hall on a regular basis over the winter. This would be on Thursday nights, excepting when the WRI were meeting. They would be hanging drapes to prevent damage to the hall and would also need storage. It was decided that there was a need to explore their requirements further.

6.8 Friday Nights

There was a discussion regarding the current policy of not accepting block bookings for Friday evenings. This had been put in place to allow for the booking of one-off parties. However, it was felt that there was insufficient call for these and it was agreed that this policy should be changed.

Kirkhill and District Amenities Association

COMMITTEE MEETING

Monday 5th August 2013

6.9 *Dates for the Diary*

- ❖ Craft Fair – 9th November 2013
- ❖ Kirkhill's Got Talent – 21st – 23rd November 2013

7 *Date of Next Meeting*

The next meeting will be held on the 2nd September at 7:30 in the Williamson Room in the Community Centre.