

# Kirkhill and District Amenities Association

## COMMITTEE MEETING

Monday 11<sup>th</sup> December 2013

## 1 Attendance

### 1.1 Members Present

S Hogg (SH), - Chair,  
D Knox (DK),  
D Courts (DC),  
W Williamson (WW),

A Morrison (AM),  
A MacGillivray (AMac)  
Kay Horne (KH)

### 1.2 Apologies

K MacDonald,  
I MacLeod

## 2 Minutes

### 2.1 Factual Amendments

None

### 2.2 Matters Arising

#### 2.2.1 6.1 – Barriers

KH reported that these had been bought for £430. Storage was still to be organised

#### 2.2.2 6.2 – CCTV

AM reported that this had been installed with the control unit in the attic.

#### 2.2.3 6.5 – Sound Equipment Policy

AM reported that he was still drawing the documentation for the audio equipment.

#### 2.2.4 6.6 – 6.6 Old Folks Christmas Party

This had been a great success and everyone concerned had had an excellent time. Thanks to those who had put in so much effort to organise it.

### 2.3 Proposed/Seconded

Proposed by AM and seconded by AMac.

## 3 Safety

No issues were raised.

## 4 Treasurer's Report

The Treasurer presented the annual accounts for approval before being sent to the examiner. These were passed unanimously SH will forward the account to the independent examiner for examination prior to the AGM.

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The Treasurer then reported on the monthly accounts. The final account for the KCF project had been received from R&R and paid off. This was due in no small part to the efforts of the architect, Joyce White and the QS, John Stephen. There was a vote of thanks for all their help in this matter. AM proposed that a token of the KDA's appreciation should be sent to them. It was agreed that AM should organise this.

She reported that there had been a surplus on the project of approximately £25,000. One possibility was to use the surplus to pay off the loan from Highland Council early. However, it was felt that this was manageable and should be paid off, as previously agreed, over the full term of the loan.

The Treasurer then presented the budget for the financial year. She proposed that, over and above the normal General Reserve of 6 months running costs, a Building Reserve should be built up, rising to £10,000 over 4 years, to allow for future development of the centre. It was agreed to do this.

## 5 Centre Development

AM circulated a proposed budget for further improvements to the hall:

Item	Quote/Estimate	Approved?
Acoustic Tiles	£3360	Yes
Vents for Changing Room drains	£1500	Yes
Coat Hooks	£140	Yes
Electricity Supply upgrade	£5440	Yes
Outside Light PIR	£200	Yes
Main Hall light switching	£3626	No
Female Toilet taps	£120	No
Steps to field	£1200	Subject to investigation
Paving	£300	Subject to investigation
Main Hall heating	?	No
Painting Main Hall walls	£300	Yes
Painting Main Hall doors, windows & stage	£1500	Yes
Painting Centre SW gable exterior, windows & doors	£1500	No
Light bulbs	£100	No
Carpet cleaning	£200	No
Pop-up Gazebos	£540	Yes

It was agreed that the items marked "Subject to investigation" would proceed if it were possible for them to be carried out as part of a Community Service provision. SH would investigate and report back.

**Kirkhill District Amenities Association**

**Charity registered in Scotland No. SC012797**

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## **6 AOCB**

### **6.1 18<sup>th</sup> Birthday Party**

It was reported that there had been an 18<sup>th</sup> Birthday Party held in the Centre and that the hall had been left in an unsatisfactory state. The committee noted that it had been agreed previously that a £100 deposit would be required for any adult parties being held in the Centre to cover any additional cleaning or repairs that might arise. This had not happened in this case and it was agreed that SH would write to the party organiser to request a donation to cover the additional cleaning costs.

### **6.2 World Cross-country Event**

SH reported that she had been approached by the organisers of a forthcoming World Cross-country event, due to take place in August 2015. They were looking for suitable venues to accommodate participants at this event and wished to use the Centre for this. It was agreed that the sum of £10 per person per night would be charged and that a deposit would be required.

## **7 Date of Next Meeting**

The next meeting will be held following the AGM on Monday 27<sup>th</sup> January 2014 in the Williamson Room in the Community Centre.