

**Kirkhill and District Amenities Association**

**COMMITTEE MEETING**

**Monday 6<sup>th</sup> February 2012**

**1 Members Present:**

K Macdonald (KM),  
K Horne (KH),  
S Hogg (SH),  
R Livingston (RL),  
A Morrison (AM),

W Williamson (WW),  
D Knox (DK),  
A MacGillivray (AMac),  
D Courts (DC),  
J Pollard (JP)

**2 Apologies:**

I McLean,  
T Jones

**3 Minutes of 9<sup>th</sup> January 2012**

**3.1 Factual Amendments**

6. Safety Issues– The urn required a new thermostat, not a new plug.

**3.2 Matters Arising**

9.2 Salt bin – No bill had yet been received from Highland Council for this.

Proposed by SH and seconded by DC.

**4 Safety issues.**

**4.1 Legionella Policy**

A policy to reduce the risk from the Legionella bacterium requires to be developed AMac is to obtain further details of any statutory requirements for the next meeting of the committee. In the interim, it was agreed that the showers would be flushed once a week by the cleaner who would record that this had been done. WW will instruct the cleaner to do this.

**5 Treasurers Report**

SH tabled the monthly Treasurer's report. She reported that there had been no extraordinary activity beyond the receipt of a second Feed-In Tariff payment of £131, which was less than previously received due to the shorter winter days.

**6 Action Points**

**6.1 Kirkhill Centre Forward**

AM updated the committee on the progress of the Kirkhill Centre Forward project.

The design team had now been appointed. The Engineer had inspected the building and had identified that there were four cold water tanks which appeared to be unused and stagnant. In his opinion, the constituted a health hazard and should be addressed. A plumber was called to examine the situation and reported that no action was required, as the tanks fed the

toilets and the water was continually being refreshed, albeit slowly. The tanks will be removed as part of the redevelopment.

The Structural Engineer visited the site on Friday 3<sup>rd</sup> February to dig test holes.

SH reported that the LEADER application had been submitted but there would not be a decision until the end of March. A response had been received from the Robertson Trust offering a grant of £10,000. This was less than applied for and would represent a £12,000 shortfall. Given this and the possibility of other grants being less than applied for, SH proposed that the funding from the KDAA reserves should be increased by up to £16,000 – being the £11,500 received from the sale of the former Catholic School in Beaully and £3,500 from the Maintenance Budget for the year. It was expected that, given the Community Centre was to be re-developed, maintenance spending would be at a minimum. This was agreed by the committee.

SH further proposed that she be authorised to obtain funding, if required, from either the bank or the Highland Opportunities Fund. It was agreed that SH should investigate the possibilities of loan funding in time for the next meeting. There then followed a discussion about the possibility of committee members' exposure should the funding not be available. Although changing the KDAA structure to become a SCIO would mitigate this, the necessary changes could not be in place in time for the KCF project.

As a result of this discussion, SH and RL are to carry out a risk assessment of the funding situation.

## **6.2 Gala update**

AMac reported on the work of the Gala Sub-committee. The draft programme of events had been drawn up. The timetable would be very similar to that of the previous year. She requested that, as in previous years, the Community Centre would only be used for the Gala events during Gala Week. As in previous years, the Luncheon Club would need to be rescheduled.

The Gala Sub-committee were still looking for a celebrity to open the Gala Day. Anyone with any suggestions should contact the sub-committee.

It was felt that a policy was needed to determine how any income raised by local groups should be split between the KDAA and the groups. After some discussion, it was agreed that all stallholders at the Gala Day should be charged a flat rate of £20 rather than dividing the takings. However, any voluntary contributions above that would be gratefully received by the KDAA. The arrangements with the WRI and the Bowlers would remain as before.

## **7 AOCB**

### **7.1 Kirkhill Community Council & Trust**

RL reported that he had yet to approach the Community Council and the Community Trust with a view to fostering closer links between these bodies and the KDAA. He would do this once he had been supplied with contact details.

### **7.2 Booking Request**

DK reported that a request had been received from a Pet Training organisation for a regular long-term evening booking in the Community Centre. WW reported that she was unable to provide such a slot. DK would reply to that effect.

### **7.3 Portakabin Event**

DK reported that an invite to an event being held by Portakabin had been received. It was thought that the Gala Sub-committee might be able to benefit from this and the details were passed to AMac for consideration.

### **7.4 Council Elections**

WW reported that the Council Elections would be held on Thursday 3<sup>rd</sup> May and that the Community Centre would be acting as a Polling Station on that day.

## **8 Date of Next Meeting**

12th March 2012 at 7:30pm in the Church Hall.