

**Kirkhill and District Amenities Association**

**COMMITTEE MEETING**

**Monday 18<sup>th</sup> June 2012**

**1 Members Present:**

K Macdonald (KM),  
R Livingston (RL),  
D Knox (DK),  
W Williamson (WW),  
S Hogg (SH),  
A Morrison (AM),  
T Jones (TJ)

In Attendance:  
John Stephen (JS) – Allied Souter &  
Jaffrey

**2 Apologies:**

Doug Courts (DC)  
J Pollard (JP),

**3 KCF Project**

AM introduced John Stephen (JS) of Allied Souter & Jaffrey, the Quantity Surveyor working with the KCF Project Team. As a result of his attendance at the meeting, it had been decided that the KCF Project business should be dealt with first.

AM reported that the KCF sub-committee had met on the previous Monday, 11<sup>th</sup> June, and, following a lengthy discussion, had agreed to recommend that the tender from R&R Regeneration (R&R) should be accepted by the KDAA. However, intimations had been received from LEADER that it was possible that additional funds might be available. Further, he reported that one of the other bidders had been in contact to discuss their tender and possible funding issues.

SH reported that her informal discussions with LEADER had not been as positive as first thought and that although there might be additional funds available, the sums involved would not be sufficient to meet the costs of the higher bids received.

AM reported that he and DK had attended a meeting with William Gray Construction along with JS and Joyce White, the architect. He had been disappointed that they were not willing to reduce their costs. Rather, they had offered to investigating redesigns that might result in reductions to the M&E cost and had proposed beneficial payment terms.

Given that there would still be a shortfall in funding, even with these additional factors, AM felt that there was not really an alternative to appointing R&R.

AM indicated that the references provided by R&R had checked out and that there were no relevant incidences recorded on the H&SE website. The bank reference had been received and was satisfactory.

JS proposed that R&R be asked to provide a confirmation letter stating that their tender matched the issued specification and that any low rates were genuine and not the result of any errors. This proposal was accepted by the committee.

The committee then discussed the appointment at length, taking into consideration the views aired at the previous sub-committee meeting. It was felt that there was no barrier to appointing R&R and it was agreed unanimously to appoint R&R, pending receipt of the confirmation letter as proposed by JS. JS would draft the confirmation letter for AM to send to R&R.

It was now expected that the work would be completed by 5<sup>th</sup> November, with the possibility of an over-run. DK would contact the users of the Community Centre once the details of the works have been finalised.

There will be pedestrian access to the football pitch and MUGA during the works.

It was agreed that the cleaner's wages would continue as normal during the works.

## **4 Minutes of 21<sup>st</sup> May 2012**

Proposed by RL and seconded by SH.

## **5 Safety issues.**

### **5.1 H&SE work for KCF**

KLM had been appointed CDM consultants and would be required to meet any and all H&SE requirements.

### **5.2 Insurance**

SH is to inform the insurers of the KCF project and proposed works.

## **6 Treasurers Report**

SH tabled the monthly Treasurer's report. The majority of the business in the previous month related to Gala Week, which was expected to make a profit in the region of £8,500, although the figures were yet to be finalised. A vote of thanks to the Gala Sub-committee and all the volunteers who made Gala Week such a success was proposed and passed unanimously.

SH reported that she was still dealing with setting up the on-line bank account.

## **7 AOCB**

### **7.1 PPL/PRS License**

RL reported that he had looked into what was required by way of PPL/PRS licenses. The situation was quite complicated and he would investigate further.

### **7.2 Football Pitch Drainage**

KM reported that he had rolled the football pitch recently but that additional work would be required for the pitch to be improved. It was thought best that any investigations should wait until after the building works had been completed.

### **7.3 MUGA**

KM reported that he had put up signs indicating that the MUGA could only be used if previously booked. He also reported that the key kept in the key locker had gone missing. It was agreed that a new padlock should be fitted and that copies of the key should be given out to those who had taken out annual tennis membership, with a deposit of £5.00. KM will keep a register of the key holders.

## **8 Date of Next Meeting**

16<sup>th</sup> August 2012 at 7:30pm in the Community Centre.