

Kirkhill and District Amenities Association

COMMITTEE MEETING

Thursday 1st November 2012

1 Members Present:

R Livingston (RL),
S Hogg (SH),
A Morrison (AM),

D Knox (DK),
W Williamson (WW),
T Jones (TJ)

2 Apologies:

J Pollard (JP)

3 Minutes of 17th September 2012

Proposed by AM and seconded by SH.

4 Safety issues.

None

5 Treasurers Report

SH reported that there had been little activity since the last meeting. R&R had invoiced for less than had been expected and, consequently, there had been none of the cash flow issues that had been feared. The LEADER claim for phases A-G had been paid in full and the first claim for the current work had been processed promptly. The first element of the Climate Challenge Fund claim had been paid.

The second invoice from R&R for £58,040 had been paid, leaving a bank balance in the region of £40,000.

The FIT claim for the previous period had been lower than expected due to the works.

The load from Highland Council to cover lag in the LEADER payments had been received. As a result, there were no further cash flow issues foreseen so long as the LEADER claims continued to be processed in a timely manner.

End of year accounts were yet to be prepared but would be ready in time for the AGM.

6 KCF Project

6.1 Project progress

AM gave a presentation, with photographs, of the KCCF project.

6.2 Colour schemes

The colour of the doors had yet to be decided. The contractor was proposing to install plywood doors, stained to match the existing. It would be possible to select lighter colour for the doors and skirting board. There was a discussion about this and the colour scheme for the finished hall. It was decided that the walls should be Magnolia, the skirting boards would be White and the doors should be finished in a Light Oak stain.

6.3 Kitchen changes

AM explained the changes which had been necessary to the kitchen design and showed pictures of the proposed layout. AM is to talk to KH regarding the kitchen units.

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6.4 Contingencies

AM reported that the total for the Architect's Instructions issued to date was in the region of £4,000 but there was some more work which was yet to be billed. Discussions with the QS indicated that approximately half of the contingency had been spent to date.

6.5 Completion estimates

The target for completion was 23rd November and the contractor was still confident about this date. However, there were a number of issues which could cause the project to slip:

- SSE have yet to install the amended power supply;
- There have been problems with the supply of the new windows;
- Planning consent was still to be obtained for the LPG tank.

Further, there were a number of risk assessments which would need to be carried out before the Community Centre would be available for bookings and, consequently, it was decided that no booking should be taken until after the New Year.

However, there was a desire for a ceilidh to be held at New Year. DK would e-mail the full committee to see if there was anyone willing to organise such an event.

6.6 Items for discussion

A number of items would need to be discussed arising out of the re-development works:

- Hire pricing
- Cleaner's hours
- Marketing.

It was agreed that these items should be discussed at the next meeting.

6.7 Fitting out

SH reported that the application to Awards for All for fitting out the hall had been submitted but that she had yet to hear if it had been successful.

7 AOCB

7.1 SCIO

Given the low turn-out at the meeting, it was felt that the discussions should be put off until the next meeting.

8 Date of Next Meeting

3rd December 2012 at 7:30pm in the Church Hall.