

KENTALLEN & DUROR COMMUNITY SCIO (SCO25839)

Minutes of Committee Meeting held on Monday 23rd March 2020

Present: Alan Young, Audrey Godfrey, Sandra Jamieson, Moira Stoddart, Brian Morton
Apologies: Deborah McCartney, Linda Johnson, Ali Heaton

Minutes of previous meeting

February's Meeting Minutes were approved by the committee and signed by Alan Young, Chairman.

Treasurer's Report

March

Income

Jumble Sale donations	£1267
Hall Hire	£623
Rag Bag	£36
Total	£1926

Expenditure

Daisy Comms	£25.13
Highland Council	£11.22
Emtec-Solar panels	£10,832
Emtec – Ancillary works	£4125.34
Joinery work	£188
Post Office register address	£100
Total	£15,575.81

BANK BALANCE £15,675.05

Monthly outgoings

Daisy Comms - £25.13
Highland Council - £11.22
Hall Cleaning - £100-120
Electricity – quarterly £230
Wood pellets – annually £1450
Maintenance -?

Booking Secretary's report

All bookings and activities at the hall are cancelled until further notice.

Hall Matters

Coronavirus

Centre closure – Rachel may continue to use her room for occasional physio appointments and Alan will email to ask her to ensure that the hall is cleaned after each session. The hall will otherwise be closed as of now until further notice. Alan will send out a community email and we will also put a notice on the hall door to that effect.

Security, Maintenance & Cleaning – The hall key will be removed from the key safe box and anyone who has their own key will be asked not to access the building. Someone will have to periodically check the building for leaks or break ins etc. Alan will do this to begin with and, if he is unable to do this at any time, he will ask for volunteers from the committee to continue this. There will be no maintenance carried out at the hall in the meantime. Alison has self-isolated due to Tony's health but, as the hall will not be used in the meantime, it doesn't need cleaned. Sandra will buy more mop heads.

Expenditure & Income – Alan is hoping we will qualify for a govt grant of £10,000 for loss of income. Our total income last year was £18,000 and is probably around £7000 for the current year to date. The only anticipated expenditure over the coming months should be insurance, minimal electricity and essential maintenance which might total around £2000. The current bank balance is around £15,000 so we should have a balance of around £13,000 in August/September which could be depleted further depending on the length of time the Community Centre is required to remain closed.

Heating – The heating will be turned off as of now. The boiler is still not functioning properly and Graham is still waiting for info from the servicing people about replacing the cap on the roof. Graham has asked for more pellets to be ordered but Alan has held off on this in the meantime as there are still enough left to cover for frost protection.

Ground Maintenance/Grass Cutting etc – the grass will need cut and the weeds will need sprayed. Jimmy is still happy to keep cutting the grass at the moment and Alan will spray the weeds sometime in May.

Alan has approached Christian Howell to do the extra storage space work in the electrical cupboard.

Insurance & Risk Assessments

Brian has checked the insurance policy thoroughly and has answered all the questions the insurance company asked. The postcode issue has been sorted out by the post office and Brian has asked for insurance cover for the mower. We are awaiting a response re a possible change in premium. Brian is looking into risk assessment procedures and will check all safety notices are up and make sure a record is kept of all safety checks etc. We will do risk assessments for all future events.

Co-op Community Fund

The application for this can be forwarded to the Co-op up until October. We have been asked by the Co-op to confirm progress on the project for which we applied for funding assistance pending an interim payment from them. The project was for the upgrading of the stage and the purchase of audio-visual equipment to encourage greater use of the facilities by local groups.

Due to the Coronavirus crisis, we need to consider approaching them at some point to explore the possibility of redirecting any funding received to alternative priorities depending on our financial position in October when the grant will be disbursed. In order to maximise the potential grant, we need to encourage residents to shop at the Co-op, join as a member and nominate the Community Centre as their preferred beneficiary. Brian will investigate the procedures involved and we will then send out a community email emphasising the importance of the donation in light of the current situation and explaining the process which residents need to follow.

Grant Funding

Play Equipment – The faulty equipment has been demolished. We are unable to get any money from the Postcode Lottery as they feel there is not enough benefit to the community and not enough regular use made of the equipment.

Capital Projects – The National Lottery has put all Capital Projects in limbo till 2021.

E bikes – The company can't give us funding at the moment as they need more clarification of the community benefits but they're happy to look at another application next year. We need to think about how the scheme will be run and if more people could be involved in running it.

Solar panels

The Solar panels are on and connected and we're feeding into the grid. Alan was thanked by the committee for all his hard work in arranging this.

AOB

Dealings with the Royal Bank continue to be very difficult. Other local groups are having similar problems. A resolution is required to allow Ali to become a signatory for the Royal Bank of Scotland account. This was agreed by the committee.

We may possibly set up a WhatsApp group for the committee. Deborah suggested this and is happy to set it up.

Date of next meeting – The date of the next meeting could not be set due to the current Coronavirus crisis.