

Date and Time	Minute of Meeting Monday 6 th March 2017
Location	Community Room, Cannich Hall
Present	Alan Hood (Chair)(AH), Jane Stokes (JS), Carrie Fraser (CF), Alex Henderson (AxH), Brad Collins (BC), Robin Sproul (RS), Ele Forster (EF)

Apologies

Item No.	Details	Action
1.	Apologies	
	<ul style="list-style-type: none"> ▪ None 	
2.	Minutes of previous meeting and matters arising	
	<ul style="list-style-type: none"> ▪ The minutes of the previous meeting dated 6 February 2016 were agreed as a true record of the meeting Proposed Jane Stokes Seconded Carrie Fraser ▪ Meeting with W Gray to be arranged 	AH
3.	Governance	
	<ul style="list-style-type: none"> • No actions this month • Hallmaster Renewal to be added to schedule 	AH
4.	Bookings	
	<ul style="list-style-type: none"> • Shepherds and Stalkers booking was confirmed in February and arrangements for Stage etc to be put in place • All other bookings working well • Enquiry received for Cnoc an Eas Public Inquiry – to be completed • All polling station bookings had been lost and polling station would now be in School to cut Highland Council costs • Hallmaster license was due for renewal – Brad to forward renewal invoice to Carrie for Payment 	BC BC
5.	Events	
	An annual schedule of Events was discussed and provisionally agreed	
6.	Finance	
	<ul style="list-style-type: none"> ▪ Carrie provided update on Finance 	

	<ul style="list-style-type: none"> ▪ Operating income for the month: £386.00 ▪ Expenditure for the month: £2,499 ▪ Cash in bank: £ 7,970 ▪ A forecast of cost and income for the Hall was presented and discussed. No concerns raised ▪ Energy Consumption – The electricity usage had increased and it was agreed to work with new caretaker to manage heating etc more efficiently 	JS
7.	Funding	
	<ul style="list-style-type: none"> ▪ Hall Flooring – It was agreed to undertake the following The flooring was discussed and it was agreed to fund as following Total Cost £5k Participatory Budget £1.5k Soirbheas £2.5k SACC £1k <p><u>Participatory Budget</u> Budget Application form to be submitted AH requested volunteer to attend and present at Participatory Budget Event – No volunteer available. Approach to be made to Liz / Kate to see if they were available.</p> <p><u>Soirbheas</u> Soirbheas Tier 2 Application to be submitted</p>	AH AH AH
8.	Housekeeping & Maintenance	
	<ul style="list-style-type: none"> ▪ Aimee Lawson had given Notice of Resignation but would remain in post until replacement could be found ▪ Advertisement to be placed for new Caretaker ▪ Community Room had been painted / Lighting changed ▪ Quotation had been received for Blinds Community Room £169, Kitchen £158, Hall £864 – it was agreed to purchase blinds for Community Room and Kitchen & review Hall at a later date ▪ It was agreed that Alex would present and maintain maintenance log at future meetings 	AH JS AH
7.	Correspondence	
	<ul style="list-style-type: none"> • Various correspondence concerning GP Surgery received • E mail form HISEZ 01/02/17 confirming funding had been approved 	
8.	AOCB	
	<ul style="list-style-type: none"> ▪ Nurses House – The Community Council had asked if the group associated with investigating the possibility of the Community Purchase of the Nurses House could become a sub group pf SACC. This was agreed in principle with the following conditions <ul style="list-style-type: none"> ▪ Sub Group must comply with Articles of Association ▪ Sub Group must always have one Director of SACC present It was agreed to seek further advice in connection with sub groups/ charities etc ▪ New Directors / Office Bearers It was agreed to review the Director Roles and Responsibilities at the 	AH AH

	<p>next meeting</p> <ul style="list-style-type: none"> • GP Surgery The relocation was discussed and the following dates noted Monday 13/02/17 – Practise Set up of the Surgery Thursday 02/03/17 – Final meeting to sign lease etc Tuesday 14/03/17 – First Surgery NHS to be contacted to sort the bubble in the Community Room flooring • Structure Review AH confirmed that funding had been approved for 4 days advice and support from HISEZ who would review current structure following requests for sub groups associated with Rewilding Scotland and Nurses House. Initial review to be arranged and then HISEZ asked to attend meeting with recommendations 	<p>JS AH / CF</p> <p>AH</p> <p>AH</p>
10.	Date of next meeting	
	The next meeting will be held on Monday 4 th April 2017 in Cannich Hall at 7:00pm.	All to note.