

Date and Time	Minute of Meeting 7 August 2017
Location	The Loft, Cannich Hall
Present	Alan Hood (Chair), Janes Stokes, (JS), Ele Forster (EF), Carrie Fraser Robin Sproul (RS), Alex Henderson (AxH), Gary Butler (GB)
Apologies	Brad Collins (BC)

Item No.	Details	Action
1.	Apologies	
	<ul style="list-style-type: none"> ▪ Apologies were received from Brad Collins. 	
2.	Minutes of previous meeting and matters arising	
	<p>Following preceding SACC AGM, revised positions / roles noted as follows:-</p> <ul style="list-style-type: none"> ▪ Alan, SACC Director; ▪ Karrie, SACC Director, Hall sub-group; ▪ Ele, SACC Director, Hall sub-group; ▪ Robin, Hall sub-group; ▪ Gary, Hall sub-group; ▪ Brad, Alex and Jane standing down. 	All to note
	<ul style="list-style-type: none"> ▪ Entertainment Licence now lapsed, hasten and progress; ▪ Copy of Public Liability Insurance outstanding from The Highland Council / Zurich Municipal despite a number of hasteners; ▪ Agreed that PAT testing would be undertaken using Tomich Holidays testing machine (to be calibrated); ▪ The decrease in hall bookings to be added as a new agenda item for SACC and Hall sub-group; ▪ Hall First Aid Kits to be restocked as necessary; ▪ Alan to provide Gary with Green Highland named contact to enable communication to be resent regarding possible car park works following recent high usage (Post meeting note: Action complete as response received from Green Highland on 09/08/17); ▪ Feed-in-Tariff investigations to establish whether or not income generated correct; ▪ The minutes of the previous meeting held on 10 July 2017 were agreed as a true record of that meeting:- 	AH GB JS GB JS AH AH

	<ul style="list-style-type: none"> ○ Proposed: Alan Hood ○ Seconded: Robin Sproul 	
3.	Governance	
	<ul style="list-style-type: none"> ▪ Electricity contract renewal for 31 July 2018 to be added to Governance Checklist; ▪ Website domain hosting expires on 1 October 2017 and will need to be reviewed by the Hall Committee. In the longer term SACC Directors will need to consider how they wish to manage the website in which case overall responsibility for the website may revert to the SACC under the Community Development Trust model of operation. 	RS All to note
4.	Events	
	<ul style="list-style-type: none"> ▪ Beetle Drive – September 2017; ▪ Halloween – October; ▪ Single Track Road – Potentially November 2017. Alan to confirm with organiser after Email contact; ▪ Strathglass Market & Christmas Fayre – December 2017 ▪ Hogmanay – December 2017 ▪ All Strathglass Markets (except December 2017) are now cancelled. 	EF JS AH AH TBC TBC
5.	Finance and Accounts	
	<p>As at 1 July 2017:-</p> <ul style="list-style-type: none"> ▪ Opening Balance £9,673; ▪ Closing Balance £7,637; ▪ Income £1,981; ▪ Cashflow in (Out) (£2,036). 	
6.	Funding	
	<ul style="list-style-type: none"> ▪ Progress Highland Cross funding application for hall flooring, decoration costs and potentially replacement PA system. ▪ 30 September 2017 application deadline means that spend from own funds needed to enable floor works to be completed this summer. Discussed financial position and agreed that should still proceed with works. 	GB All to note
7.	Bookings	
	<ul style="list-style-type: none"> ▪ Car rally events scheduled for 15 & 16 September 2017:- <ul style="list-style-type: none"> ▪ Need to communicate / advertise the Friday event at Hall with local residents closest to Hall; ▪ Potential for catering? 	RS JS
8.	Housekeeping	
	<ul style="list-style-type: none"> ▪ Push taps leaking in ladies toilet; ▪ Caretaker has given notice of resignation and steps to be put in place for a replacement. There is potential for the job to 	TBC All

	include more emphasis on the management of bookings and this will need to be considered before future appointment is made. Need to find out whether there is any current interest before deciding how to proceed.	
9.	Correspondence	
	<ul style="list-style-type: none"> ▪ Nil. 	
10.	AOCB	
	<ul style="list-style-type: none"> ▪ Forestry Commission Liaison Meeting took place on 18 July 2017. Income generated from car park fees £18,000 up until last summer to be distributed. Income generated does not include Forestry Commission overheads (to be deducted). A clear mechanism for the distribution of funds to local projects has still to be confirmed. 	
11.	Date of next meeting	
	The next meeting will be held on Monday 4 September 2017.	