

NORTH KESSOCK AMENITIES ASSOCIATION

Minutes of Meeting held on 31st August 2016 8 Bellfield Road, North Kessock

Present: Margaret Brown MB Alison Swanson AS
 Evelyn MacDougall EM Trina McEwan TM
 Seoras Swanson SS Fiona McKay FM

<u>ITEM</u>	<u>ACTI ON</u>
1 Chair's Welcome: Margaret welcomed all to the meeting.	M B
2 Apologies: Received from: Cathy Lush. Liz Brooker and Doreen Murray.	
3 Minutes of last meeting: Minutes from last meeting approved - proposed by AS, seconded by EM.	All
4 Matters arising: <ul style="list-style-type: none"> ● Stage lights – disposal will be progressed, as per terms stated in previous minutes, when personnel involved are available. 	M B
5 Treasurer's Report: <ul style="list-style-type: none"> ● Full financial reports for August 2016 were presented to committee. In summary: Income for: August - £3,302.37. Expenditure - £1,549.49. Excess income over expenditure: -£1,752.88. ● Outstanding invoices: £588.50. ● Our independent advisor has suggested we change our accounting method to a 'Receipts and Payments' system. 	SS
6 Booking Secretary(s) Report: <ul style="list-style-type: none"> ● Hogmanay booking enquiry will be refused on the basis that previous local enquiry for same date refused. ● Event bookings- deposits discussed other halls procedure to be looked at. Agreed: a/ deposit at time of booking b/ No bookings accepted from under 18's. ● Change booking form as follows: Mon-Thurs and Sundays till 23.45pm. Friday/Saturday till 01.30am. ● Completed booking forms required instead of an initial email enquiry. 	-
7 Project(s) update: Solar panel: <ul style="list-style-type: none"> ● There has been duplication in the Discretionary Grant Fund application, MB has withdrawn the Ward 10 application. 	LB & EM

	<ul style="list-style-type: none"> • Responses to 44 page document required by 26th September. 	
8 & 9	<p>AGM:</p> <ul style="list-style-type: none"> • Will be held on 26th October. • Advertising: Banner will be updated and erected a few weeks before AGM. Notice to be placed on hall notice boards and website by 4th October. • Speaker arranged – Roddy Riddle, AGM business will take place after speaker. • Previous minutes, Chair, Treasurer and Booking secretaries reports required and copies printed off. 	All
1 0	<p>NKAA committee:</p> <ul style="list-style-type: none"> • Discussion on who will remain on committee. • All present indicated that they will remain at present, more members required. • Fiona will take on webmaster responsibility. 	All
1 1	<p>AOCB and Date of next meeting:</p> <ul style="list-style-type: none"> • Alison has spoken to OSCAR re legal responsibilities of being a NKAA committee member. As we are not currently an ‘incorporated body’ we may be publically responsible. Discussion on changing the status and constitution of NKAA to address this issue. • Trustee status – committee members are the ‘Trustees’ – AGM change of constitution re ‘change of structure’. • Date of next meeting: Wednesday 5th October, North Kessock hall. 	