

NORTH KESSOCK AMENITIES ASSOCIATION

Minutes of Meeting held on 5th July 2017 **Committee room, North Kessock Hall**

<u>ITEM</u>	<u>ACTION</u>
<p>Chair welcomed all to meeting: Present: Seoras Swanson (SS); Trina McEwan (TM); Evelyn MacDougall (EM); Cathy Lush (CL). Later: Fiona McKay (FM) and Angus MacLean (AM)</p>	
<p>1 Apologies: Margaret Brown, Alison Swanson and Helen Morrison.</p>	SS
<p>2 Approval of Minutes–</p>	All
<p>3 Matters Arising:</p> <ul style="list-style-type: none"> • Item 5 – Hall manual: Draft document circulated to members, comments noted, document will be amended and will include a hall floorplan (SS sourcing). • Item 5 – RANK AGM: Seoras, Margaret and Trina attending along with a number of other community groups and residents of North Kessock. RANK are proposing a variety of community events, a number of which will be progressed, dependant on volunteer and resource availability. • Item 9 – WiFi partnership enquiry. Seoras has contacted ‘The Ticket Office Project’ regarding this request, it was agreed to contact enquirer to progress this proposal directly between the two parties. • Item 9: Mrs Fairie bequest: Wooden seat with flower theme has been commissioned through chainsaw creations. Col Fairie to be informed. 	CL SW SW TM
<p>4 Treasurer’s Report: not available.</p>	SS
<p>5 Booking Secretary(s) Reports: Clubs/Regulars - Alison reported light bookings over the summer period.</p>	EM
<p>6 Kitchen hall project:</p> <ul style="list-style-type: none"> • Awaiting joiner to: a/ lower threshold between store area and hall floor and b/ applying an ‘end’ to worktop in kitchen. 	SS
<p>7 SCIO:</p> <ul style="list-style-type: none"> • Email received from Graeme Watson regarding a meeting on his return (two weeks). Cathy included. 	SS
<p>8 Risk Assessment:</p> <ul style="list-style-type: none"> • Updated version circulated. Shows ‘areas of responsibility/accountability’ recurrently falls to one person e.g. chair. • RA to reflect range of hall use (hall manual) • Route of contact to progress/rectify faults – via ‘hall manual’ 	CL

9	<p>AOB: Summer show:</p> <table border="0"> <tr> <td data-bbox="443 174 549 203">Section:</td> <td data-bbox="715 174 804 203">Judge:</td> <td data-bbox="1086 174 1192 203">Steward</td> </tr> <tr> <td>Flower</td> <td>Jean Munro& Mr Edmunson</td> <td>Evelyn</td> </tr> <tr> <td>Baking</td> <td>Cathy Chisholm</td> <td>Cilla +one</td> </tr> <tr> <td>Creative + children</td> <td>Maggie MacDonald</td> <td>Margaret</td> </tr> <tr> <td>Fruit & Veg</td> <td>Simon Fraser</td> <td>Seoras</td> </tr> <tr> <td>Auctioneer</td> <td>George Tait</td> <td>Trina +</td> </tr> </table> <ul style="list-style-type: none"> • Setting up will be on Friday 11 • Detailed schedule (setting up/timetable) will be circulated. 	Section:	Judge:	Steward	Flower	Jean Munro& Mr Edmunson	Evelyn	Baking	Cathy Chisholm	Cilla +one	Creative + children	Maggie MacDonald	Margaret	Fruit & Veg	Simon Fraser	Seoras	Auctioneer	George Tait	Trina +	EM EM TM TM TM All TM
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10	<p>Date of next meeting:</p>	All																		
11	<p>Fire Alarm: Test undertaken prior to the meeting.</p>	SS																		