

# NORTH KESSOCK VILLAGE HALL BOARD MEETING

## Minutes of meeting held on 13<sup>th</sup> March 2019 Committee Room, North Kessock Village Hall

<u>ITEM</u>	<u>ACTION</u>
<p><b>Chair welcomed all to meeting:</b> Present: Seoras Swanson (SS); Trina McEwan (TM); Cathy Lush (CL); Alison Swanson (AS); Angus MacLean (AM) and Helen Morrison (HM).</p>	All
<p><b>1 Apologies:</b> Evelyn McDougall and Fiona McKay. (Fiona arrived for CPR training)</p>	SS
<p><b>2 Minutes of last meeting:</b> Minutes of 13<sup>th</sup> February approved - proposed by Alison seconded by Helen.</p>	All
<p><b>3 Matters Arising:</b></p> <ul style="list-style-type: none"> <li>• Item 03: Men’s toilets (invoice) – to be followed up.</li> <li>• Item 12: Store clearance undertaken on Weds 27<sup>th</sup> February, obsolete items taken to recycle centre, created more space in store. Thanks to all who helped.</li> </ul>	CL SS All
<p><b>4 Treasurer’s Report:</b></p> <ul style="list-style-type: none"> <li>• Full report for accounts to the end of February submitted to committee.</li> <li>• Expenditure for February included contribution to BHF for defibrillator.</li> <li>• Income over expenditure £559.34.</li> <li>• Trend – income gradually going up.</li> <li>• Receipt for expenditure on paints submitted by Angus.</li> <li>• Seoras thanked Helen for the financial report.</li> </ul>	HM      SS
<p><b>5 Booking Secretary(s) Reports:</b></p> <ul style="list-style-type: none"> <li>• Clubs/regulars: All ongoing satisfactorily</li> <li>• Events: Discussion on cycle event in June (previously circulated) I was agreed to accept booking. Alison will meet event organisers at the hall.</li> </ul>	EM AS
<p><b>6 Hall maintenance – overview of work:</b></p> <ul style="list-style-type: none"> <li>• Leak - ceiling disabled toilet during the recent heavy rain, plumbers have been contacted.</li> <li>• No other major items to report at this time.</li> </ul>	SS
<p><b>7 Senior Party:</b></p> <ul style="list-style-type: none"> <li>• Seoras met with the Carefree club – positive feedback, suggestions included: ‘bring a plate’ and ‘tea dance’, general consensus would be for an afternoon, rather than evening event.</li> </ul>	SS
<p><b>8 Risk Assessment:</b></p> <ul style="list-style-type: none"> <li>• Updated RA circulated to committee members prior to meeting.</li> <li>• Store clearance included in RA. Store cupboard to be updated.</li> </ul>	CL
<p><b>9 SCIO:</b></p> <ul style="list-style-type: none"> <li>• Seoras has emailed South Forrest re progress, no response to date.</li> </ul>	SS

Approved 10/04/2019

10	<b>Membership:</b> No new applications received.	SS
11	<b>Defibrillator:</b> <ul style="list-style-type: none"> <li>• AED (defib) unit and training kit received at the end of February.</li> <li>• Fundraising boxes have been placed in Harry Gow's (2) and Kessock hotel bar (1).</li> <li>• External box for defib to be purchased. Voltage of heated box to be researched.</li> <li>• All hall user groups to be contacted offering CPR training, and an 'open access'</li> </ul>	TM SS TM
12	<b>AOCB:</b> None	All
13	<b>Date of next meeting:</b> Wednesday 10 <sup>th</sup> April 2019, 7pm at North Kessock Hall (committee room).	All
14	<b>Fire alarm test:</b> Undertaken after meeting.	SS
15	<b>Defibrillator/CPR training – NKVH committee:</b> <ul style="list-style-type: none"> <li>• BHF training video (CPR and defib) - viewed by all present.</li> <li>• CPR practice undertaken. Positive feedback.</li> </ul>	All

Minutes approved

*R G Swanson*

Seoras Swanson – Chair NKVH