



# Cromarty and District Community Council

Minutes of meeting held on  
Monday 29th April 2019, 7.30pm  
in the Hugh Miller Institute

**Minutes**  
**Approved**  
**27.5.2019**

## Present

**Community Councillors:** Jacquie Ross (JR) Chair, Diane Brawn (DB) Secretary, Estelle Quick (EQ) Treasurer, Rosemarie Hogg (RH), Gabriele Pearson (GP)

**Youth Representatives:** -

**Highland Councillor(s):** Cllr Craig Fraser (CF)

**Police Scotland:** -

**Member(s) of the public:** Jon Palmer (JP) and Tom Henderson

**Community Council Minute Secretary:** Gillian McNaught (GM)

1	<p><b><u>Chairman's Welcome</u></b> JR welcomed everyone to the meeting.</p> <p><b><u>Apologies:</u></b> Kenneth MacFarlane (KM), Tilly Grist (TG) Youth Representative, Teagan Young (TY), Natalie Murray (NM), Assistant Youth Worker, PC Scott Cameron (PC SC).</p>	
2	<p><b><u>Declarations of Interests</u></b></p> <p>End None</p>	
3	<p><b><u>Approval of previous Minutes, 25th March 2019</u></b></p> <p>3.1 Corrections were requested as follows:</p> <ul style="list-style-type: none"><li>• at top of page one for the meeting date, "February" removed and replaced with "March"</li><li>• 7.2, superfluous words were removed and corrected to "Done. Discharged".</li><li>• 7.23(2) "eastern" replaced by "south/western"</li></ul> <p>3.2 Following agreement to these changes, the minutes were approved by EQ and seconded by GP.</p> <p>End</p>	

<p><b>4</b></p> <p><b><u>Youth Issues</u></b> (Minute Secretary note: The following items were reported to JR prior to meeting)</p> <p><b>4.1</b></p> <p><b>4.2</b></p> <p>End</p>	<p>A significant problem with dog mess within the <b>Victoria Park</b> area has been highlighted, which was evident when a youth football tournament took place recently. Following discussion it was <b>agreed</b> it was unacceptable that dog mess is within a play park and events space and that dogs should <u>not be allowed into any area of the park</u> . EQ will look into producing notices for park entrances to this effect.</p> <p><b>Denny Parking</b> - a car had recently parked up on the pavement, restricting pedestrian access. However, Members were pleased to note that in general the pavement is kept clear as requested and safety improved.</p>	<p><b>EQ</b></p>
<p><b>5</b></p> <p><b>5.1</b></p> <p>End</p>	<p><b><u>Police Report</u></b></p> <p>No report this month.</p>	
<p><b>6</b></p> <p><b>6.1</b></p> <p><b>6.2</b></p> <p><b>6.3</b></p> <p><b>6.4</b></p> <p>(cont)</p>	<p><b><u>Matters Arising</u></b></p> <p>(4.3 Flag up the recent spate of fraudulent use of local residents’ data). Police were not aware of this until GP reported, but advised that no crime has been committed if money has not been ‘lost’ or ‘paid’ by a resident. Police offered further assistance if required. <b>Discharged.</b></p> <p>(7.1 Continue to locate the HC contact for reporting rig noise nuisance). DB made contact with Chris Ratter, HC Environmental Health Officer. He had a positive meeting with a representative of the Port Authority (CFPA), who indicated the Port’s wish to reduce noise impacts in future. DB will request that communication is established about rig movements and anchorages near to Cromarty between CFPA and HC and this advance notice is passed on to the community. <b>Discharged.</b></p> <p>(7.3 Progress possibility of bench(es) at sheltered housing). HC have asked CF to pinpoint the location proposed, have suggested a style used by HC, but cannot provide a bench or future maintenance/replacement. <b>Ongoing.</b></p> <p>(7.4 Liaise with volunteers to tidy graveyard). Thanks were extended to William Mackay who has voluntarily kept the area neat and tidy. <b>Discharge</b> until September.</p>	<p><b>DB</b></p> <p><b>CF</b></p> <p><b>CF</b></p>

(cont)		
6.5	(7.5 CF to request deer warning signs for Glenurquhart area). <b>Ongoing.</b>	CF
6.6	(7.7 Meet with Primary School children about concerns expressed in their letter. Arrange a visit from HC officials). <b>Discharged.</b>	
6.7	(7.8 Contact SNH for information about seagull nest removal permissions). DB established that <i>Herring Gulls</i> are causing nuisance and no licence is required for nest/egg removal of this species. DB will contact HC Environmental Health regarding removal of nests from the Hugh Miller Institute, following complaint in the first instance. <b>Ongoing.</b>	DB
6.8	(7.9 Continue to liaise with gritting squad over the testing of the two manual machines and purchase of one). A commitment remains to purchase 3 or 4 of the best machine. <b>Discharged.</b>	EQ
6.9	(7.11 Follow up on a proposal from the young people about a skate or bike park provision). NM will liaise with the Primary School and Youth Cafe. <b>Ongoing.</b>	NM
6.10	(7.15 Continue to monitor burial procedures). No issues. <b>Ongoing.</b>	JR
6.11	(7.16 Organise a visit to Youth Cafe ref CCDT). <b>Ongoing.</b>	EQ
6.12	(7.17 Report back on RTIF application outcome which impacts on Whitedykes community asset transfer). <i>See item 6.21.</i> <b>Discharged.</b>	
6.13	(7.18 Continue to monitor the emptying of graveyard waste bin). <b>Ongoing.</b>	JR
6.14	(7.19 Look at market stalls for size etc and suitability for using and storing as discussed). Alternative ideas for storage space discussed. <b>Discharged.</b>	EQ
6.15	(7.20 Keep Members informed of ‘Choose Life’ events). An update will be given after an event next week. <b>Ongoing.</b>	JR
6.16	(7.21 Update Members with progress of the Community Council Scheme Review in May/June). Members to submit views to JR, who will complete the consultation form on behalf of C&DCC by the 31st May deadline. <b>Ongoing.</b>	JR & All
6.17	(7.22 Follow up on the request to HC for repayment of tractor insurance premium). HC will not repay this sum but suggested applying to the Ward Budget. <b>Ongoing.</b>	EQ
6.18	(7.23 Object on behalf of the C&DCC to planning permission for Biomass Boilers, as minuted). No planning applications received to date. <b>Ongoing.</b>	GP
(cont)	<i>(Minute Secretary’s note: Tom Henderson, representing Udale Farm requested to supply further information in response to the Minutes 25.3.2019, item 7.23. Chair agreed).</i>	

(cont) <b>6.18</b>	<p>Tom Henderson (TH) gave a comprehensive verbal presentation to Members to outline the background of Biomass Boilers and current operations at Udale Farm. This was in response to concerns raised with the C&amp;DCC about installations on a number of farms within the district and, as members noted, not related to one in particular.</p> <ul style="list-style-type: none"> <li>• Udale Farm burns only carbon neutral straw or dry logs</li> <li>• Smoke is evident only for a short time when the system is started up and cold</li> <li>• Udale's start ups are staggered to avoid excess smoke and their use is seasonal (i.e harvest time)</li> <li>• The Biomass boilers have replaced various fossil fuel systems in farm buildings to heat homes, steadings and grain and wood dryers</li> <li>• All Udale's six installations now require retrospective planning permission</li> <li>• Udale holds all the necessary licences, keeps full records, burns only what is permitted and undertakes regular maintenance.</li> </ul> <p>JR &amp; Members thanked TH for sharing this information and suggested a collective discussion and management approach may be helpful between Farms operating Biomass boilers in the area.</p>	
<b>6.19</b>	(7.25 Write to Craig in support of the 'sensible' allocation of Council Housing to support needs of the Community). <b>Ongoing.</b>	<b>JR</b>
<b>6.20</b>	(7.26 Contact SNH to discuss interpretive panels in poor condition). EQ made contact but progress would take some time. <b>Ongoing.</b>	<b>EQ</b>
<b>6.21</b>	(7.27 Inform Members on the Rural Transport & Infrastructure Fund (RTIF) application decision). Rosanna Cunningham MSP wants to be part of the decision process, so the announcement date has been delayed. <b>Ongoing.</b>	<b>JR</b>
<b>6.22</b>	(7.28 Keep Members informed of Townlands Barn discussions with Albyn & HC). Awaiting architect site visit. <b>Ongoing.</b>	<b>JR &amp; EQ</b>
<b>6.23</b>	(7.29 Report to Members on Townlands Barn plans). Awaiting architect drawings. <b>Ongoing.</b>	<b>JR &amp; EQ</b>
<b>6.24</b>	(7.31 Send card and gift to thank Kristina Dupar as minuted). Done. <b>Discharged.</b>	<b>JR &amp; EQ</b>
<b>6.25</b>	(7.33 Count and record position and state of local interpretive panels). DB had visited 9 sites. Most were on good condition but the boards at the Links bus shelter and at the Old Brewery (The Footpath Trust) are poor. DB to pass on information to CFPA in relation to their proposal to site additional panels for a Sustainability Trail ( <i>Minutes 25.2.2019, item 11.2(b)</i> ) and contact Footpath Trust. <b>Ongoing.</b>	<b>DB</b>
(cont)		

<p>(cont)</p> <p><b>6.26</b></p> <p><b>6.27</b></p> <p><b>6.28</b></p> <p><b>6.29</b></p> <p><b>6.30</b></p> <p>End</p>	<p>(7.33 Speak to Jon Palmer and make an application to the Ward Budget for printing costs as minuted). A costing for 50 copies was requested and it was <b>agreed</b> JP will send JR the document to produce a trial run for May's newsletter.</p> <p>( 9.2 Look into accessing the CCDT minutes for non members). Several groups are producing minutes as well as those of the Board, so it was <b>agreed</b> that an article in the Cromarty Newsletter would highlight that a £1 annual membership would support the work of the Trust and allow access to related information. <b>Discharged.</b></p> <p>(11.2 Update on repair and return of the Tractor). Robert Hogg has agreed to check the vehicle before going for a full service at Frank Nicol. Several options are being discussed with a view to selling or trading in. <b>Ongoing.</b></p> <p>(11.4 Write to HC Planning &amp; Planning Support that the C&amp;DCC discussed and their objection won't be withdrawn). Done. GP reported that both plans have been granted planning with conditions, including for family use only. <b>Discharged.</b></p> <p>(12.1 Update on regular updates for the community regarding progress on East Church repair work). <i>Discussed under 11.2.</i> <b>Discharged.</b></p>	<p><b>JR</b></p> <p><b>JR &amp; EQ</b></p> <p><b>RH</b></p>
<p><b>7</b></p> <p><b>7.1</b></p> <p><b>7.2</b></p> <p>End</p>	<p><b><u>Treasurer's Report</u></b></p> <p>EQ circulated her report prior to the meeting and presented to Members. <b>(Appendix A).</b></p> <p>The C&amp;DCC Annual Accounts are almost complete will shortly be passed to Margi Campbell for auditing.</p> <p>EQ was thanked for her report.</p>	

8	<b><u>Cromarty Community Development Trust (CCDT)</u></b>	
8.1	<p><b>Thrift Shop</b> - RH reported that the shop opened for Easter Saturday and just over £450 has been raised so far. The group continue to request good quality donations, which are sorted on Mondays in readiness for Saturday.</p>	
8.2	<p><b>Beatrice Partnership</b> - C&amp;DCC and Nigg and Shandwick CC have each applied for £50,000 as match funding for the RTIF application. Both CCs await the decision on the RTIF (<i>see item 6.21</i>).</p>	JR
8.3	<p>It was <b>agreed</b> to hold an early pre-CC meeting after August between the CCDT Board and C&amp;DCC, in the light of some confusion over respective structures and areas of responsibility.</p>	JR & EQ
8.4	<p><b>Nigg Development</b> - there will be a public consultation on quayside proposals on <u>Tuesday 21st May in the West Church Hall, 3-7pm</u>, to which the public are encouraged to attend. Areas of concern raised include environmental, noise, light and overall impact on the district but also include looking at an ongoing commitment for the community if plans do go ahead.</p>	
End		
9	<b><u>Victoria Hall Management Committee (VHMC) Report</u></b>	
9.1	<p>Alan Plampton (AP) circulated the VHMC report (<b>Appendix B</b>) and the Victoria Hall detailed statement of Financial Performance (<b>Appendix C</b>).</p>	
9.2	<p>Natalie Murray's Youth Cafe report was circulated to Members prior to the meeting for their information.</p>	
End	<p>AP &amp; NM were thanked for their reports that show the huge amount of work undertaken.</p>	
10	<b><u>Community Councillors' Portfolios</u></b>	
10.1	<p><b><u>Rosemarie Hogg</u></b></p> <ul style="list-style-type: none"> <li>• The potholes on Braehead are increasing in size and number</li> <li>• Grass areas in Townlands are overgrown</li> </ul>	
10.2	<p><b><u>Gabriele Pearson</u></b></p> <ul style="list-style-type: none"> <li>• <b>Planning Report</b> - Planning Applications received since last meeting: <p>19/01215/FUL   Change of Use from Office (Class 2) to Residential (Class 9)   25 High Street Cromarty IV11 8YR- awaiting decision</p> <p>19/01570/FUL   Omission of window and change of roof light to restaurant extension   21 Bank Street Cromarty IV11 8YE-under consideration</p> </li> <li>• <b>Daffodil Field Application</b> - no further information to date.</li> </ul>	
(cont)		

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10.3	<p><b><u>Diane Brawn</u></b></p> <ul style="list-style-type: none"> <li>DB will attend the next Joint Community Council Meeting at the <b>Port Authority</b> on <u>Thursday 2nd May</u>, which will include an update on their Phase 4 development and usual port activities.</li> </ul>	<b>DB</b>
10.4	<p><b><u>Jacquie Ross</u></b></p> <ul style="list-style-type: none"> <li><b>The Links</b> - Several complaints had been received of anti social incidents resulting from overnight camping, including human faeces near a public bench. Following discussion of options, it was <b>agreed</b> JR would urgently contact John Nightingale to request that an area is fenced off to limit the numbers of vehicles and the reinstatement of portable toilets.</li> <li>It was also <b>agreed</b> that in order to act swiftly the Links will be closed to vehicles for the next couple of weeks with an explanatory sign displayed.</li> </ul>	<b>JR</b>  <b>JR</b>
10.5	<p><b><u>Estelle Quick</u></b></p> <ul style="list-style-type: none"> <li><b>Cromarty Guidebook</b> stock is running low so EQ will get quotes for a new print run.</li> </ul>	<b>EQ</b>
End		
11	<p><b><u>Highland Councillor (HC) Report</u></b></p>	
11.1	<p>The road repairs at the top of <b>Fairy Glen</b> are almost complete. The hillside has been stabilised with rock and kerbing will direct water away from the area. A safety barrier will be installed and the road patched before surface dressing later this summer.</p>	<b>CF</b>
11.2	<p><b>East Church</b> - CF awaits further information about solving the harling issues.</p>	<b>CF</b>
11.3	<p><b>Grounds maintenance</b> - CF agreed the grass cutting has been poor (<i>item 10.1</i>) and will follow up with HC about this and a missing gate in Townlands.</p>	
11.4	<p><b>Links shrubbery</b> - The site lines at the carpark junction have been cleared for safety and general weeding, pruning and tidying up of the area has taken place by volunteers. The historical planting on the Braehead was designed in 1992 but has completely overgrown. CF is following this up with HC.</p>	<b>CF</b>
End		
12	<p><b><u>Traffic Management</u></b></p>	
12.1	<p>A Draft Traffic Management Plan for Cromarty has now been drawn up and was outlined to Members by JR. It was <b>agreed</b> to hold a Public Meeting at the beginning of June (TBC) to put forward the proposals, give residents the opportunity for Q&amp;A and complete a voting slip. EQ to request availability of the West Church Hall. It was also <b>agreed</b> to have the Nigg Development on the Agenda.</p>	<b>All &amp; EQ</b>
End		

<p><b>13</b></p> <p><b>13.1</b></p> <p><b>13.2</b></p> <p><b>13.3</b></p> <p><b>13.4</b></p> <p><b>13.5</b></p> <p><b>13.6</b></p> <p><b>13.7</b></p> <p>End</p>	<p><b><u>Correspondence</u></b></p> <p>Email received from Kerry Jardine, Scottish Government Resilience Division, advertising the <b>2019 Resilient Communities Conference</b> on <u>11th September, 10am - 4 pm at the SFRS in Cambuslang</u>. Registration through <i>Eventbrite</i> website.</p> <p>The <b>Ross shire Voluntary Action</b> April newsletter received.</p> <p>News bulletin received from the <b>Black Isle Tourism Team</b>, including a link to their Draft Tourism Strategy and requesting feedback on this from across the Black Isle.</p> <p>An email from Kyle Anderson, Scottish Government Community Land Team who are hosting a free <b>Community Rights to Buy</b> event at the <u>Inverness College UHI on 15th October 2019</u>. Places can be booked through the <i>Eventbrite</i> website. EQ forwarded to CCDT.</p> <p>Spring Newsletter received from <b>Port of Cromarty Firth</b>.</p> <p>Copy received of a joint letter sent to HC and Scottish Government from <b>Hamish Bain, Chair of Nairn River CC</b> expressing disappointment at "the absence - and restrictions on - community involvement in local decision making". C&amp;DCC Members <b>agreed</b> to minute the support and good communication from Cllr Craig Fraser.</p> <p>Several issues raised by a resident</p> <ul style="list-style-type: none"> <li>• a suggestion for a community wind turbine for the South Sutor. EQ noted that the CCDT are currently looking into a community power scheme.</li> <li>• a requirement for extra bins on the Links. CF will look into this.</li> <li>• dumping is taking place on Braehead slope. DB will pass on the HC reporting link for fly tipping</li> <li>• Camper vans on the Links (discussed under <i>item 10.4</i>)</li> </ul>	<p></p> <p></p> <p></p> <p></p> <p></p> <p></p> <p><b>CF</b> <b>DB</b></p>
<p><b>14</b></p> <p><b>14.1</b></p> <p><b>14.2</b></p> <p><b>14.3</b></p> <p>(cont)</p>	<p><b><u>AOB</u></b></p> <p><b>Cromarty Care Project</b> requested a C&amp;DCC letter of support for an application for funding to CFPA. JR has replied that an understanding is in place with CFPA that C&amp;DCC support any applications put forward.</p> <p>Complaint received that the fence bordering the Ladies' Walk has collapsed in. DB will contact the landowner with a view to repairing for easier access.</p> <p>EQ received note from a resident that a drone had recently flown over gardens and was felt to be an invasion of privacy. EQ's research confirmed a license is required and drones cannot be flown within 50 metres of private property.</p>	<p></p> <p><b>DB</b></p>

(cont) <b>14.4</b>	Jon Palmer requested C&DCC Members give feedback on the recently published <b>Draft Tourism Strategy</b> .	<b>ALL</b>
<b>14.5</b>	Email received from Duncan Paveling from <b>Dull Boy Pictures</b> requesting community support for the production of their film (The Other Side). The company intends to shoot in and around Cromarty starting later this year with a crew of 20-30 people. C&DCC <b>agreed</b> to assist with requests for contacts, local information etc.	<b>ALL</b>
End		
	<b><u>Date of next meeting</u></b> <b>Monday 27th May 2019 @ 7.30pm, Hugh Miller Institute, Church Street, Cromarty.</b>	
	JR thanked everyone for attending and the meeting concluded at 9.20pm.	

### Summary of Matters Arising & Action Points

Reference	To whom allocated	Notes
4.1	Estelle	Look into cost and production of 'No Dogs Allowed' signs for the Victoria Park.
6.2	Diane	Reply to Chris Ratter requesting CFPA information about rig movements is passed onto C&DCC & community
6.3	Craig	Pinpoint exact location of proposed benches at sheltered housing for HC
6.4	Craig	Note to self to look again at volunteer help to maintain graveyards in September
6.5	Craig	Request deer warning signs for Glenurquhart
6.7	Diane	Contact HC to have seagull nests removed from HMI
6.8	Estelle	Continue to liaise with gritting squad over outcome of hand gritter test and purchase of best option
6.9	Natalie	Follow up with school and YC on proposal for skate or bike park provision
6.10	Jacque	Continue to monitor burial procedures
6.11	Estelle	Organise a visit to Youth Cafe ref CCDT
6.13	Jacque	Continue to monitor the emptying of graveyard waste bin
6.14	Estelle & Rosemarie	Follow up on alternative market stalls storage
6.15	Jacque	Update Members following next week's 'Choose Life' event
6.16	Jacque & All	Members to send views on Community Council Scheme Review to JR, who will submit on C&DCC's behalf by 31st May
6.17	Estelle	Follow up Tractor Insurance reimbursement from HC
6.18	Gabriele	Update members on Biomass retrospective planning progress

6.19	Jacque	Write to Craig to support the 'sensible' allocation of Council Housing to support needs of the Community
6.20	Estelle	Update Members on any progress from SNH ref: interpretive panels in poor condition
6.21	Jacque	Inform Members on the RTIF application decision
6.22	Jacque & Estelle	Keep Members informed of Townlands Barn Architect visit and plans
6.23	Jacque & Estelle	Report to Members once Townlands Barn plans received
6.25	Diane	Pass details about existing information panels to CFPA and contact Footpath Trust about poor condition of theirs
6.26	Jacque	Liaise with Jon Palmer and produce a trial run of hard copies of the May Cromarty Newsletter
6.27	Jacque & Estelle	Check that information about accessing CCDT minutes etc is shared and included in the Cromarty Newsletter
6.28	Rosemarie	Update on service of the Tractor and future plans as minuted
8.2	Jacque	Update Members on Beatrice Partnership match funding in relation to the RTIF application
8.3	Jacque & Estelle	Organise a pre meeting after August to bring CCDT & C&DCC together for discussions
10.3	Diane	Attend and report back on joint CC CFPA meeting on 2nd May
10.4	Jacque	Contact John Nightingale about fencing off a section of Links to limit camper vans and discuss possible siting of portaloos
10.4	Jacque	Instruct temporary closure of Links to vehicle access and erect an explanatory sign
10.5	Estelle	Get quotes for new print run of the Cromarty Guidebook
11.1	Craig	Report back on final road repairs at top of Fairy Glen
11.2	Craig	Report back on progress of harling issues at the East Church
11.4	Craig	Report back on progress of discussions with HC about their responsibilities to clear and maintain overgrown shrubbery on Braehead
12.1	Jacque, Estelle & All	EQ book West Church hall for beginning of June for public meeting to discuss proposed Traffic Management Plan and Nigg Development
13.7	Craig	Request additional waste bins on the links from HC
13.7	Diane	Send fly tipping link to resident
14.2	Diane	Contact landowner about collapsed fence onto Ladies' walk path
14.4	All	Feedback comment on BI Tourism Strategy to Jon Palmer
14.5	All	Provide assistance and contact point for Dull Boy Pictures film company as minuted

**Agenda item 7.1**  
**Appendix A**

<b><u>Finance Report – Cromarty &amp; District Community Council</u></b>				
<b><u>Agenda Item No 7 - Treasurer's Report</u></b>				
<b><u>Period: 25/3/19-27/4/19</u></b>				
<b><u>General Income</u></b>				
Publications sales	£82.50	PO & Emporium		
Less:				
<b><u>General Expenditure</u></b>				
CL website renewal	£29.95			
<b>Increase/Decrease in Accumulated Fund</b>	<b>£52.55</b>			
<b><u>Fund Income</u></b>				
Community Development Fund - Cromarty Stores tin	£34.06			
Community Development Fund - donation	£173.18			
Less:				
<b><u>Fund Expenditure</u></b>				
Monday Club Fund - March lunches	£157.50			
	£157.50			
<b>Increase/Decrease in Other Funds</b>	<b>£49.74</b>			
<b><u>Net Assets</u></b>				
Bank & Cash in hand balances as at 27/4/19	£13,923.68			
Paypal - website sales	£68.55			
<b>Total Net Assets at 27/4/19</b>	<b>£13,992.23</b>			
<b><u>Comprising:</u></b>				
Community Council Accumulated Fund	£2,044.81			
Provision for Guide Book reprinting	£1,120.15			
Seaplane Plinth Fund	£48.93			
Bonfire Night Fund	£2,155.60			
Splash & Dash Fund	£126.00			
Monday Club Fund	£25.50			
Community Development Fund	£766.70			
Gala Fund	£4,661.35			
Emergency Resilience Fund	£242.72			
Open Gardens Fund	£6.86			
Gluren bij de Buren Fund	£202.06			
Tractor Operations Fund	£110.92			
Tractor Maintenance Fund	£72.40			
Cromarty Rising Fund	£2,408.23			
	<b>£13,992.23</b>			

## **Agenda item 9.1**

### **Appendix B**

**Cromarty & District Community Council Meeting - 29<sup>th</sup> April 2019**

#### **Agenda Item 9 - Victoria Hall Report**

- 1. Finances and Bookings** Full Financial Performance report attached (subject to audit with the C&DCC accounts). Another year of stable performance. Much thanks to our volunteer Bookings Officer, Joanna Rose, who has really impressed with her timely approach to the challenges of running the Hall's affairs on a voluntary basis, and is now very much in charge of the bookings, which remain the 'life blood' of the Hall.

**ACTION - Information only, no action required.**

- 2. Repairs and Maintenance** We shall shortly be undertaking a 3<sup>rd</sup> phase of minor repairs, as well as some decorating of the 'repaired' bits. Both the Fire Alarm servicing and the PAT testing of all electrical equipment have been completed (both now at the Hall's expense). Following a faulty valve on the oil boiler, we can confirm this has now been replaced and the heating is again working properly. Many thanks must go to the heating engineers of Alternative Energy, who managed to include this repair as servicing, and thereby under the HC's service contract.

**ACTION - Information only, no action required.**

- 3. Insurance** Not all the user responses have yet been received, but the VHMC will shortly be producing a new booking contract, which will replace the current booking form. A final draft will be circulated to Members, but the emphasis of this new 'contract' will be to confirm user obligations, including their property and their liabilities, during their events.

**ACTION - Information only, no action required.**

- 4. Highland Council/Highlife Highland** Discussions are still ongoing, through Di Agnew's good offices, but the Highland Council is seemingly still taking a hard line over what they regard as their responsibilities to maintain the Hall, and all other Common Good Assets, (this is undoubtedly linked to the HC's current consultation process regarding Common Good property). A meeting is planned for May, between the various interested parties, so by the next C&DCC meeting, it is hoped to have better news.

**ACTION - Information only, no action required.**

- 5. Youth Café** Latest report attached. Hopefully Members will appreciate the upgrade!!

**ACTION - Information only, no action required.**

Alan Plampton, VHMC

# VICTORIA HALL

## Detailed Statement of Financial Performance for year ended 31st March 2019

Year to 31st March 2018		Year to 31st March 2019
£		£
	<b>Income</b>	
103.75	Donations & Gifts	108.49
0.00	Grants	0.00
8,764.05	Hall rental income	8,492.00
0.00	Interest Income	0.00
1,800.00	Office Rental	1,800.00
10,667.80	<b>Total Income</b>	10,400.49
	<b>Expenditure</b>	
	<b>Office Expenditure</b>	
0.00	Professional fees	0.00
0.00	Community Administration	500.00
20.08	Printing, Postage & Stationery	1.50
0.00	Sundry Petty Cash	0.00
0.00	Telecom & Internet	0.00
20.08	<b>Total Office Expenditure</b>	501.50
	<b>Premises Expenditure</b>	
-207.00	Electricity	476.75
350.00	Insurance	392.01
2,403.46	Oil	3,557.39
3,817.15	Repairs and Maintenance	1,406.80
254.12	Supplies	214.73
869.00	Water charges	724.00
7,486.73	<b>Total Premises Expenditure</b>	6,771.68

	<b>Staff Costs</b>	
2,951.04	Salaries	2,951.04
2,951.04	<b>Total Staff Costs</b>	2,951.04
10,457.85	<b>Total Expenditure</b>	10,224.22
<b>209.95</b>	<b>Surplus/(Deficit) for the Year</b>	<b>176.27</b>
<b>£209.95</b>	<b>Surplus/(Deficit) for the Year</b>	<b>£176.27</b>