

Kilmorack Community Hall Company
 Regular Board Meeting – Tuesday 18th May 2010
 Location – Teanassie School

<p>Proposed as a true record:</p> <p>Seconded as a true record:</p>	
Item	Action by
<p>1. Present: Calum Fraser, Anne McIntosh, Euan Fraser, Jennifer Ross, Calum MacPherson, Alison Fraser, George Fraser, Jane North, Amanda Bryan, Lesley McIntyre, Peter Masheter and Rosie Reid</p> <p>Mr Iain Campbell, C P Architects, Oban</p> <p>Apologies: K Barclay, Alasdair Duff and M Towrie,</p>	
<p>2. Last Minutes: - The minutes of the regular board meeting held 22nd February 2010 were proposed as a true record by Calum MacPherson and seconded by Anne McIntosh</p>	
<p>3. Matters Arising</p> <p>All matters are dealt with in the following minutes.</p>	
<p>4. Lower Strathglass Regeneration Project (LSRP):</p> <p><u>LSRP - Delivery of Phase 1:</u></p> <p>Mr Iain Campbell of C P Architects attended the meeting to present and review two revised building proposals to the Directors. The two proposals have been drafted to take account of the recent site topographical survey as instructed by KCH. The proposals had also been issued in advance by email.</p> <p>After discussion of both options the Directors unanimously agreed that option A was the preferred option. C P Architects were then instructed to develop option A to a point suitable for an elemental cost plan to be prepared and a planning application submitted. Some minor changes to option A were proposed and agreed as detailed in the attached note prepared by C P Architects. Target date for planning application is mid July.</p> <p>E Fraser confirmed that the proposed engineering and design consultants be KWA Consulting Engineers. The attached assessment was presented to the Directors and unanimously agreed. E Fraser and C MacPherson to prepare suitable appointment letter and confirm appointment by the end of the May.</p> <p>E Fraser confirmed that the proposed QS be Armour & Partners. The attached assessment was presented to the Directors and unanimously agreed. E Fraser and C MacPherson to prepare suitable appointment letter and confirm appointment by the end of the May.</p>	<p>EF/CM</p> <p>EF/CM</p>

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<p>Iain Campbell sought clarification regarding the CDM-C appointment. E Fraser proposed that C P Architects be appointed CDM-C as per their quotation dated 15th February 2010. The quotation was detailed as 0.5% fee of final construction cost excluding VAT & expenses. This equates to approx £4000 on a £800,000 build cost. The Directors unanimously agreed this appointment. E Fraser and C MacPherson to review C P Architect appointment to ensure appointment cover's the appropriate scope of works.</p> <p>Euan Fraser has liaised with Iain Campbell and Community Energy Scotland (CES) to discuss the level of input required in relation to renewable energy technologies and insulation levels suitable for the new build. Further to these discussions KCH has received a quotation from Real Alternatives (approx £2600) to undertake a review of our needs and prepare a renewable energy design that may be wholly integrated within the new build. E Fraser to meet with CES on Tuesday 25th May to discuss a funding request for these works. All Directors are welcome to attend.</p>	<p>EF/CM</p> <p>EF</p>
<p>5. Finance:</p> <p>A review of accounts was given by Jen Ross, with no exceptions to report. Jen Ross to issue spreadsheet of all financial transactions to E Fraser to assist with monitoring expenditure of all funding.</p>	<p>JR</p>
<p>6. Existing Facility</p> <p>a) Maintenance – Roof guttering remains to be replaced at front of hall. Issue with refuse collection bins not being emptied to be investigated by K Gunn/J Ross.</p> <p>b) Website – www.kilmorackhall.com/ Ben Ross has developed the site considerably. All to check out site and give feedback to Ben.</p> <p>c) Status of land ownership Purchase of land from Lovat progressing with revised drawings issued to D Graham following Board meeting on 21st Sept. Awaiting feedback from Lovat Estate and D Graham. E Fraser to progress.</p>	<p>CF JR</p> <p>ALL</p> <p>EF</p>
<p>7. Community Events:</p> <p>Programme of events is as follows:</p> <p>Summer Gala – 12th June – Joint venture with Teanassie School. Helprs to start around 09:30 to set up.</p> <p>Gala Dance – 12th June - Dance to Mandy & Gill</p>	<p>ALL</p>

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<p>Family “Braes” Walk – 12th Sept – Followed by BBQ & Bubbles the Clown</p>	
<p>8. Aigas Community Forest:</p> <p>ACF to issue a joint community newsletter with KCH by the end of May. All comments/feedback to Amanda Bryan.</p> <p>Latest news at www.aigasforest.org.uk</p>	<p>AB</p>
<p>9. Renewable Energy:</p> <p>The renewable energy survey has now been completed with fifty responses out of approx 320 distributed forms. Full results to be displayed on web site.</p>	<p>AB</p>
<p>9. AOCB:</p> <p>FOOTPATH: Footpath feasibility study now complete. C Fraser has just received a copy and anyone interested in reviewing first draft to request copy from Calum. Budget cost is indicated at £128k.</p> <p>SSE/KCC: Further to our previous proposal to contact Scottish & Southern Energy (SSE), Calum MacPherson and Euan Fraser have been in discussion with Kilmorack Community Council (KCC) regarding the works proposed by SSE at Balblair. KCC has kindly raised the issue of funding for KCH to SSE in their discussions regarding mitigation measures which may be undertaken by SSE. Discussions are ongoing at this time. Calum MacPherson given the remit to represent KCH, however major decisions are to be presented to the Board of Directors for approval.</p>	<p>CF</p> <p>CM/EF</p>
<p>Meeting Schedule:</p> <p>Early June – Architect and sub group meet to review updated plans & programme</p> <p>Monday 22nd June – Open public meeting to update community - Hall</p> <p>TBC – AGM</p>	

**KILMORACK HALL
CP:165
COMMITTEE MEETING**

18 MAY 2010

DESIGN

Option A and B reviewed and Committee preferred Option A for developing for Scheme Design.

Comments made on this design:

1. Provision of overspill car park to rear to be considered, providing access to field on hillside beyond which is required a part of land transfer agreement.
2. Adjust position of Hall and stage to put storage at kitchen end.
Smaller storage to rear of stage.
WC still required to serve backstage and multi purpose.
3. Draft lobby to be incorporated.
4. Hall – Badminton not critical as alternative venues available locally.
Consider high level area above storage for
5. Consider high level area above storage for screen films.
6. Building should be a low maintenance as possible.

RENEWABLES

Funding application submitted to CES and meeting arranged for 24 May to approve appointment of Real Alternatives to undertake Energy Design Study.

ENGINEER

Appointment to be confirmed by Committee to allow progress of design input for Roads/Drainage.
Groundworks site investigation etc.

QS

Appointment expected this week with Armour & Partners, Inverness.

CDM-C

Committee to confirm CP as CDM-C.

PROGRAMME

Generally on programme for submitting Planning Application mid July.
Next meeting with sub-group to be end of May/Early June 6-11 June – Amanda away).
Open evening – 22 June 7.30pm in hall to present Scheme Design Proposal.