**Acharacle Community Company**

**Minutes of meeting**

**11th June 2015**

**Those present**: Ilanora Sharp / Iain Houston / Seonaid Macleod / Pauline King / Adam Hough

**Apologies**: Scott Fletcher

**Directors business:**

Outstanding room rentals – person who owes for room rentals at the centre is between jobs but IH discussions are ongoing and still pursuing. Board agreed plan of action – dates and invoices to be resent to defaulter for agreement then set up one to one meeting with individual to discuss repayment plan.

Computer suite blind delayed due to change of directors’/chairman bank card. Blind will be ordered as soon as new bank card received.

IH left two small planters left outside centre reception area (shaped like mini wheelbarrow).

IH gave some feedback on the re-use income / expenditure. Although income from donations had declined in the past year this was against a backdrop of little activity due to the cost of van hire. Conscious decision was taken at that time Sep-Dec to throttle back on new work as the cost of hire could not be justified. Notwithstanding this the Highland Council grants had increased over the year – donations were down as these figures are now net of mileage payments to volunteer. Excluding van purchase, reuse income was £9158 and expenditure was £3370 – still pretty healthy.

IH advised that Heather Downie had been duly recruited as our new centre cook for the Lunch Bunch effective from 9th June. PK suggested that she become Heather’s line manager in terms of day-to-day management. PK to meet up with Heather Friday 19th June to sort out domestics for her terms of employment, holidays and pay etc.

**Seonaid’s report**

May steering group agreed to next quiz on Friday 31st July open to all.

Request for dart board in Roshven – board agreed to this request BD and Seonaid to progress, wall will need cork backing.

Request to raise sockets – Seonaid to arrange with Charlie. Charlie to sort out meter1 and meter2 supply query while on the premises.

Discussed Lunch Bunch meal cost, currently £4.50 for 2 courses. Agreed to raise costs as follows, Soup & Pudding stays at £1.50, decided to raise main course from £3.20 to £3.40 and for two courses from £4.50 to £4.70. Tea/coffee stays at same price. Good feedback from the Lunch Bunch on Heather the new cook.

Swap shop party date 10th July.

Centre users find the TV difficult to use – Pauline found a sticky button on the remote control. Seonaid to check if this is still an issue.

Dave & Wendy at Keystores donated rolls for the April Teas & Stalls event. Diana Steele gave centre £100 donation.

Small fridge for Resipol arrived 11th June

Stevie to check out the window decay on Resipol window, replacing facia boards o/s internet kiosk, filling masonry hole, fixing guttering and down pipes and repairing the double doors on Resipol.

Next Steering Group Meeting 1:30pm Friday 3rd July

SM left meeting.

**Financial Report**

Main account - £3503.92

Centre account - £58911.35

Project account - £8936.75

PK advised that insurance had to be paid during June.

**Post Office/Café**

Agreed to quote for new sign outside PO of £302.64 from All Round Signs. Drawing of wording circulated at meeting but this needs to be shared with Heather & Cathie before go ahead given.

**Reuse**

Iain circulated the proposed designs for van signs – board decided to opt for the small logo with the large print, BD to price with All Round Signs.

Reviewed Cashplus Card transactions – query around single ferry crossing ticket. PK thought that the message had gone to buy a book of tickets instead of individual crossings. Seonaid to leave a message on the dashboard and PK to ‘top up’ card in preparation.

IS stated that the new combination padlock was being used on the shed door so the access problem in Fiona’s absence has been resolved. IS & IH agreed with Fiona that while she is recuperating Iain Wing will cover the Shed with the help of another volunteer.

Cost for a basic pay-as-you-go mobile phone could be as little as £10 for a phone & SIM but need to check which network works at the shed. IH stated that Liverpool Victoria, GreenFlag, Start Rescue did not cover commercial vehicles but Gladiator Van Insurance did and the cost would be £59.99 – agreed at meeting to purchase this cover, BD to progress.

Health & safety policy / risk assessments to email out for consideration. (BD)

**Sgoil na Coille Land Purchase**

Craig Millar – SF meeting with him postponed. IH & SF to rearrange.

**Website**

Agreed at the meeting to close old website.

**Feis** – Previously decided to sponsor and BD has received response – the Feis are looking for sponsorship of ‘Ariel the Gaelic fairy’. Need to agree how much we sponsor.

**AOB**

AH suggested that we have a separate Shed meeting – IS & IH agreed to set up a regular quarterly review.

Fiona Ogg asked about re-siting bottle banks which had been discussed by the community council and the position of a new community noticeboard. IS agreed to attend the next community council meeting to share ideas on these two specific matters.

Meeting closed at 10pm

Next meeting: 2nd July

**Previous Action Points**

05/1 Outstanding room rental (IH). **Ongoing**

05/2 New blind for internet room (IH) **Ongoing** – need new bank card

05/3 Planters for outside centre (IH) Closed

05/4 Income/expenditure figures for shed (IH) Closed after discussion at June meeting

05/5 Insurance details into van (BD) Closed

05/6 Road rescue package for van (IH) Closed – BD to arrange

05/7 Purchase of mobile phone for shed/van (IH) **Ongoing** – which network works at shed?

05/8 PO Building survey (TC) **Ongoing**

05/9 Loose tile on PO roof (TC) **Ongoing**

05/10 Sign outside PO/Centre/Sgoil (BD) **Ongoing**

05/11 Brush & Box for Reuse (BD) **Ongoing**

05/12 Health & Safety and Risk Assessments for Reuse (BD) **Ongoing**

05/13 Land purchase at Sgoil (SF/IH) **Ongoing**

05/14 New website (All) Closed – agreed to close old website

05/15 Recycling week – possible event (All) Closed

05/16 Accounts and date for AGM

05/17 Feis donation (BD) **Ongoing** – need to agree how much we contribute to ‘Ariel Fairy’

05/18 Community Sign in village centre (TC) **Ongoing**

**New Action Points**

06/01 Meet Heather Downie on 19th June to sort out bank & personal details (PK)

06/02 Purchase or acquire dartboard for Roshven (SM & BD)

06/03 Raise sockets in Resipol & Roshven where possible (SM)

06/04 Charlie to trace cabling on Meter 1 & 2 for off-peak query (SM)

06/05 TV sticking remote button – is this still an issue (SM)

06/06 Urgent building maintenance – Stevie to investigate (SM)

06/07 Signs for Café/PO look good need to run past our clients (IH)

06/08 Notice in reuse van reminding drivers that ferry book to be bought not singles (SM)

06/09 Member of community company to attend next community council meeting (IS)

06/10 Agree next date for quarterly reuse meeting (IH)