

**MINUTES OF MEETING OF BOARD OF DIRECTORS OF HILLHEAD
HIGH SCHOOL WAR MEMORIAL TRUST LTD HELD AT HUGHENDEN
ON MONDAY 21/08/17**

SEDERUNT:

K Fowler (Chair), RS Bond, HD Kirkpatrick, G Kitchener, ARF Scott, GM Taylor, CA MacDonald.

IN ATTENDANCE:

J Lawton.

APOLOGIES:

B Southern.

MINUTES:

The Minutes of the meeting on 19th June 2017 were read, approved and signed.

CORRESPONDENCE:

(i) Mr Taylor said that he had been in contact with the resident who had enquired about purchasing part of the ground, and had told him that we would not be in favour of doing this. **GMT**

(ii) Mr Fowler said that a letter had been received from Xerox terminating the maintenance agreement on the photocopier. After some discussion, it was agreed that we should purchase a new photocopier. Mr Fowler will ask Peter Soden's advice on this. **KF**

(iii) Mr Scott noted that the Rugby section had received information about the SRU's Super Six plan. There are quite a number of unknown factors yet but it would mean an additional 35 players, to make 4 teams, with SRU funding for coaches and physios and a contribution towards the club running costs. Mr Taylor cautioned that this might cause problems over ground usage. Bids to participate have to be submitted in late September / early October, and it would start in season 2019-20. The Rugby section will investigate the detail of the scheme and report back to the Board. **ARFS**

REPORTS:

Finance – Jennifer had submitted her report; she said most matters were in line with the budget but she still has concerns about the water costs. Scottish Water had come in and inspected the system and the meter; they said there was no problem. The June cost had been £4000, but there had then been another increase for no apparent reason. Mr Taylor asked that everybody should check the meter whenever they are in the clubhouse, take a photo with the time and date, and build up a bank of readings, so that we can then approach Scottish Water again with evidence of the unusual readings. The possibility of having a meter for the CST side was discussed; this would cost £642; however it might be difficult to isolate the dividing line between the two parts of the clubhouse.

She asked for a meter reading from the floodlights to allow this to be checked. **ARFS**

The paperwork for the bank account for HSL has all been signed and the account is about to become operational. This will then allow the existing account to be used for the sinking fund.

The invoices for the tennis courts have been paid; there is just the retention money held now.

Mr Kirkpatrick said that he would chase up the costs of the work on the floodlights from Bill Gillespie. **HDK**

The costings for the bar refurbishment have been included in the cash flow projection for the year. Once the work is complete, we can look at getting someone to be a general manager to work closely with CST on promoting the club.

Membership – Jennifer had noted that membership income was down over the year to date, although it was in line with last year.

Mr Scott said there was still a backlog on chasing up the annual subscriptions but letters were going out and he hoped for more payments in September. Jennifer offered to help with getting the information onto the system.

There have been more discussions with BrightLine who are hoping for a trial run on the direct debits in September. They will come in and provide training on operating the system. There had been a problem correlating the cards with the system but they hope this has been overcome.

Mr Scott reported that there had been a problem with the lock on the back door, which looked as if someone had taken a hacksaw to it; the locksmith thought it might just have broken. The lock has been repaired.

It was confirmed that personal trainers could bring in their own clients who were not members.

Café Source Too – the refurbishment is going ahead and CST hope to have an opening event on 8th September. Connor will use social media to advertise this. They propose to offer a different menu from downstairs.

Mr Taylor acknowledged that the work had started very quickly once all the arrangements fell into place, and apologised that there had been little publicity about this. However the aim had been to get as much ahead as possible in the small window between the summer and winter playing season.

The money from the bierfest had come to £820 for the club. A chair and fire for the bar had been purchased, leaving £650 to be banked. The event had gone well and income was comparable to last year.

He said that there had been a problem regarding bins, and an additional bin had been ordered for CST use, to be uplifted on a Monday. This will be monitored and if it is not enough, an extra uplift will be organised for a Tuesday.

Grounds – Mr Taylor said that weather permitting, work would be starting on the cricket wickets on 28th August.

Mr Fowler said he would speak to Jim about the winter fixture dates. **KF**

It was noted that Cameron would be on holiday for a fortnight from 30th August. Ground work will be continued.

Schools – Mr Taylor said he had met the depute head teacher and had organised a google calendar for all school use and bookings.

Buildings – Mr Kirkpatrick said that Emtec had said that the sump pump for the drainage needs to be repaired or replaced. He felt that replacement was probably cheaper; he would investigate costs but thought that it would be around £2,000. Mr Kitchener will clear the gully in the carpark, which should also help.

He felt they had been more responsive recently; it was agreed that they should be more proactive as soon as we advise them of any problems.

Mr Taylor and Mr Kirkpatrick are meeting WH Malcolm about another container this week. **GMT, HDK**

Ross had said that he, Callum and Connor could paint the function room and the multi-purpose room. We will paint the loose weights room. It was noted that we need to varnish some of the outside woodwork.

A comment had been received about smoking on the balcony. We need some no smoking notices there and to speak to CST about enforcing this.

Governance – Miss MacDonald reported that we need to send a signed copy of the updated Memorandum and Articles to Companies House. **CAM**

Community Hub – Vicki is keen to do an Active Schools promotion. She had suggested the weekend of 16th and 17th September. This is pretty busy already, so Mr Fowler will discuss the event with her. **KF**

A.O.C.B.:

Mr Mitchell had reported that he had been at a meeting in the sports bar where an HDMI cable was required. Mr Kitchener said that he was installing wall sockets as part of the refurbishment.

DATE OF NEXT MEETING:

Monday 18th September 2017 at 1830 hours in Hughenden.