

**MINUTES OF MEETING OF BOARD OF DIRECTORS OF HILLHEAD  
HIGH SCHOOL WAR MEMORIAL TRUST LTD HELD AT HUGHENDEN  
ON MONDAY 18/09/17**

**SEDERUNT:**

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

**APOLOGIES:**

J Lawton, B Southern, GM Taylor.

**MINUTES:**

The Minutes of the meeting of 21<sup>st</sup> August 2017 were read, approved and signed.

**MATTERS ARISING:**

(i) Mr Scott reported that the Rugby section would not be going ahead with the SRU Super 6 scheme.

(ii) The reading for the floodlight meter still needs to be done

(iii) The gully at the car park has been cleared.

(iv) Mr Fowler said that the last bill for fat removal had been sent to CST. He is suggesting that they get the grease trap installed and then we monitor this; if there proves still to be a problem with excess fat, we will pay for the trap. **KF**

(v) There has been some painting in the function suite and the small weights room will be done next week. **GK**

(vi) The Active Schools event has been rescheduled for the spring, when it will fit better into our sports calendar.

(vii) The winter fixture dates have been submitted to the Licensing Board.

**CORRESPONDENCE:**

Mr Mitchell had been in touch to alert us to a number of thefts which took place on Saturday. It was agreed that we should put up more signs reminding people not to leave valuables in the changing rooms and to use the lockers. The possibility of more lockers will be investigated, and perhaps an additional security camera in that area of the corridors. Lockers which are locked just now will be checked and owners of padlocks notified, in an attempt to make more lockers available at all times.

**REPORTS:**

**Finance** – Jennifer had submitted her report; she noted that subscription income was lower than expected against the budget and also less than the previous year when compared to that. However as this is the time of year when subscriptions increase with new winter sports players, this may recover. Water charges are back to the expected level, but should continue to be monitored. She has been chasing CST for their contributions but this had come in in the last few days. Our cash position at the end of August was positive and in line with our budget. She reminded the Board that we need to get an agreement written with CST about the relationship with HSL.

The work on the cricket square had gone over budget; she recommends that the Trust should cover this cost. Work in March and April will not be charged. Jennifer will get the finances of this sorted. Mr Bond said that there had been problems with rugby spectators ignoring the signs and encroaching on the area roped off for the cricket. It was agreed that more substantial fencing would be purchased; Mr Kirkpatrick and Mr Kitchener would look at this and Mr Kirkpatrick would speak to Mr Taylor about fencing off the cricket area and possibly moving the rugby posts to get the problem away from the cricket square. **HDK, GK**

**Membership** – Mr Scott said that there had been some fifty new members in the last week. He reckons the overall numbers are around 950 but there are still seventy which need to be checked. He will speak to Jennifer about assisting with this. The training exercise with Brightline had shown that there is still a little tidying up to be done on the system, with a few new anomalies discovered. A trial run on the direct debits had been done in the week beginning 8<sup>th</sup> September, and there have been some additions and cancellations since then. We should defer the change of date to 1<sup>st</sup> November. The question of photos and membership cards has still to be clarified.

**Café Source Too** – The problem with the bins seems to have been resolved; we are now looking at putting slabs down in the bin area.

**School** – A complaint had been received from members that the changing rooms were very muddy after the school day; this will be checked and addressed.

**Grounds** – The annual review of the ground contract will be carried out shortly.

**Buildings** – Mr Kirkpatrick said he had checked whether the deep clean of the clubhouse had been done and that a credit for this would be logged. There are also some Emtec credit notes in hand.

The sump pump on the drainage system needs to be replaced, which could be quite expensive. He will check prices; in the meantime we are operating with only one pump instead of two.

There is a problem with the closer arm on the back door, which needs to be replaced or adjusted; there are spares in the plant room. Also the door beside the beer cellar needs to be eased.

Mr Kirkpatrick has held discussions with Bill Gillespie about the planned replacement of the training pitch floodlights; he has asked three companies to quote for the work by next Friday. We might need to cap the pillars and put the lights lower down, with a 100 lux specification. He will report back on this.

It was agreed that the new container from WH Malcolm should be sited at least three metres from the electricity pillar. It will be used to store the grass cutters.

**Governance** – The updated Memorandum and Articles of the Trust have been signed and submitted to Companies House. **CAM**

**Other Partners** – There had been some teething problems with the new gym management but these have been sorted. They had requested some new items of equipment for the gym. This will be checked.

**A.O.C.B.:**

It was noted that one of the new councillors is now holding his surgeries in Hughenden. Miss MacDonald said that one of the local residents' associations was intending to meet him, and she would report back on any further links. **CAM**

**DATE OF NEXT MEETING:**

Monday 23<sup>rd</sup> October 2017 at 1830 hours in Hughenden.