

MINUTES OF MEETING OF BOARD OF DIRECTORS OF HILLHEAD HIGH SCHOOL WAR MEMORIAL TRUST LTD HELD AT HUGHENDEN ON MONDAY 18/06/18

SEDERUNT:

GM Taylor (Chair), RS Bond, R Mohammed, CA MacDonald.

APOLOGIES:

HD Kirkpatrick, G Kitchener.

IN ATTENDANCE:

J Lawton.

MINUTES:

The Minutes of the meeting of 14th May 2018 were read, approved and signed.

MATTERS ARISING:

It has been confirmed that Mr Mitchell had instructed the actions which led to the TLT invoice; as a result, it has been agreed that all communications with the licensing board and the lawyers must come through the Board so that we can ensure everything is covered by the correct dates.

REPORTS:

Finance - May has proved to be another challenging month with results still significantly down on last year.

Subscription income is down on the same period last year. One positive - hall hires are up £1.6k on last year at £9.1k.

Costs are up compared to the same period last year. There are additional costs for upkeep of grounds, membership work, Shona Ross as community liaison ambassador for club, higher water charges (hope these may now reduce in future months following Ramzan locating source of leak), additional bank charges and for BrightLime this year vs Ceridian last year and higher section expenses - principally higher HJRFC pitch hires and HCC winter practice net costs. Some savings made over April and May with no EMTEC charges as contract under renegotiation and we are currently just being billed for reactive maintenance and hopefully the huge water burden will reduce going forward once work done to fix leak(s).

Costs for month of May itself adversely impacted by the water charges and then work on the grounds for sand, earth quaking and verti-draining. Hopefully we can recover results a bit in second half of the year if majority of ground costs now completed, potentials savings for R&M contract renegotiation and reduced water charges we hope...

As with last month - we need to continue to monitor discretionary spend and reduce / defer where possible until such times as results recover and we get to the bottom of all of the membership related matters.

Cash excluding the sinking fund a/c was as expected and flagged last month significantly down at only £3,100

Membership - We have had some issues with the May direct debit file with BrightLime that Lizzie and Jennifer are hoping will be resolved by BrightLime in the June run and may then help with some of shortfall in membership income noted for YTD as well. There are 845 members at the last count. Annual payment reminders are now going out timeously as they fall due.

Mr Bond had various questions which had arisen from his conversation with Lizzie about some of the anomalies. He asked if we could check our terms and conditions to see that everything is being enforced, as there seem to be some things missing. He asked about gym induction sessions. Mr Taylor will speak to Kathleen about this and about the need to have all forms completed. As far as the free weights room is concerned, we need a notice saying that use of this room is at the member's own risk. **GMT, RSB**

Jennifer noted that we need to sort out our definition of a family membership, as some people seem to be trying to manipulate the system at the moment. It was agreed that the price level should be adjusted to sort this and the definition made clearer, perhaps by looking at what other gyms or clubs use as their definition. **JL**

Mr Bond noted that Lizzie had been doing a lot of extra hours just now but hoped that it should settle once all the anomalies are sorted. The Board agreed that we should try for about ten hours a week for perhaps two months to meet this.

Lizzie and Jennifer think they have sorted the Tennis and Cricket lists. They will now produce Rugby lists and with Mr Bond will meet representatives of the Rugby section to try to establish exactly who are members there. **RSB, JL, LM**

Café Source Too – Mr Taylor and Jennifer had met CST to hold the annual review meeting. CST had complained about their rates payments which have increased greatly since the original agreement was written. If we acknowledge to them that we recognise there is a problem with the rates and ask them to show us a marketing plan which shows how they are planning to generate more income to try to overcome this, we will show that we are approaching this in a manner which should lead to more constructive discussions in the future. **GMT, JL**

Mr Taylor said he had been working on a restructuring of charges for the function hall, to standardise them. He is getting this all together and new letters of contract will be sent to the various regular user groups, ideally by the end of July. **GMT**

School - A letter has been received from the headteacher of Hillhead High School making an application for a grant under the Liversidge Trust to Mukadass Javaid who has made an outstanding contribution to the cultural life of the school. Mr Taylor said that the trustees had agreed to make a grant of £150; he will arrange for a cheque to be prepared in time for the school prizegiving. **GMT**

Buildings – Mr Mohammed has looked at all the areas of water usage and has identified that there is a leak near to the exit from the CST part of the building. Mr Kirkpatrick has reported this to Emtec and had to chase them about it; if they have not responded within this week, he will approach other companies to investigate and sort the problem. There is also apparently some leakage near the irrigation system, so this will be checked at the same time, with the pumps running. **HDK**

Mr Kirkpatrick is meeting KJ Tait to consider the three bids for the maintenance contract. Emtec looks cheapest but we will ask KJ Tait to check that all three cover the same finer points; once the detail here is known, it will be passed to Mr Taylor and Mr Mohammed to consider which contract is best. If Emtec are continuing, we can press for the water to be sorted immediately. If we have to close the clubhouse, we can put a notice on the club blog.

HDK

Grounds – Mr Taylor said that the ground looks to be picking up a bit but that some parts will need to be reseeded. Cameron has been concentrating on the four wickets. TartanTouch is here on Friday evening; they are to be warned that if they are using a barbecue, they must monitor it carefully and only on the blaes area. Ultimate Frisbee are back as well.

Mr Taylor reported that we need to get a new tractor, and that his contact thought we could get around £1,500 trade in on the present one. He has been investigating what is available, based on a budget of £12,000, and will circulate options to the Board for a decision once he has all the information.

GMT

Governance – it was emphasised that all communications regarding licensing have to be made through the Board.

The accounts have been sent to Companies House. The annual return will be coming out in the first week of July and will be completed then.

JL, CAM

Community Hub – The Family Fun Day had been very successful. Jennifer has spoken to Vicki about an invoice to Broomhill School relating to this.

There had been a question about the music system being used in the function room and the multi-purpose room. Mr Taylor will speak to Kathleen about exactly what equipment we need and try to get Mr Kitchener to get it all installed.

GMT, GK

A.O.C.B.:

The Parking Consultation has to be completed by next week. We see a particular problem with parking coaches at the weekends, but in general the parking restrictions will affect our ability to function as a Community Amateur Sports Club. It would also affect the coaches used by Hillhead High School when using Hughenden. Mr Taylor said he would contact Vicki Holmes to see whether Glasgow Life could provide any additional information about possible solutions; at present we have seen letters of support from the governing bodies of the rugby and cricket sections, and it is likely that other sports will be affected as well. Mr Taylor will submit our opposition letter using all the information we can gather from all the sports and groups which use Hughenden, and make practical suggestions such as removing the time restrictions on parking on Saturdays and Sundays, or to stop charging any parking fees at midday on Saturdays.

GMT

DATE OF NEXT MEETING:

Monday 20th August 2018 at 1830 hours in Hughenden.