

## **ELPHIN, LEDMORE AND KNOCKAN COMMUNITY ASSOCIATION**

### **MINUTES OF DIRECTORS MEETING SATURDAY 15<sup>TH</sup> JANUARY 2011**

#### **VENUE: FIR CHLIS**

Present: Stuart Charlton, Helen McQueen, Sian Curley, Kate McSweeney, John Venters, Wendy Wright.

Apologies: Roddy Houldsworth.

Minutes: We agreed these should go on the website after being agreed at next committee meeting.

#### **CHARITABLE STATUS UPDATE**

Stuart received confirmation this morning from OSCR that we now have charitable status. This will enable us to claim gift aid on donations.

We still are waiting to hear from Highland Council about the Lease agreement. Stuart is expecting to receive a copy which Simon will look at. This should be a standard contract so we do not think we will need to get a Scottish solicitor to check it over.

#### **FRIDAY FOR ALL**

The babies had a great time! Kate will ask the Kylestrome mums and Sue if they would like to come. Kate thought it was great for the babies when Helen came. Everyone thought it would be good for the babies and the adults to get to know each other, overlapping the coffee and book swap with the playgroup would be useful. Sian and Kate will email Yvonne Boa to get Disclosure Scotland forms. John has a form on its way.

Sian and Kate are willing to open up the building and get things underway. This will help share the work out and avoid anyone having to stay all day.

The youth club session was enjoyed by those attending. The kids were back at school this week and time was short to get them organised.

Sian suggested we keep a record of books and DVDs swapped and the £1 fee paid.

We need to encourage more locals to use the building. Wendy suggested a leaflet drop and Helen agreed, pointing out that there are quite a few people who do not have internet access. Helen agreed her phone number could go on the leaflet as a contact for anyone needing transport to the school. We will also distribute some membership forms with the leaflets to encourage uptake.

Russell will pick up the sofa next week. The cushions are worn; Helen thinks she has a spare throw we could cover them with.

## MACPHAIL EVENTS

Stuart has completed the Letting Policy and a copy will go on the website. We discussed prices for hire of the hall. £30 was suggested as a starting point but this may be too cheap, it depends who is hiring and for what purpose.

Sian will email the polling people and ask for historic prices previously paid.

We are waiting to hear from Chris re keep fit.

## BUILDING WORK AND BUSINESS PLAN

Stuart is waiting for the quote from Ullapool Construction. Stuart and Tim will then do the business plan.

Melanie from Community Energy Scotland visited the school and gave us general advice re insulating the building and possible systems to install. A wood burning stove with a back boiler and a super insulated hot water tank for heating sounded useful as the water stays hot for several days. She also suggested solar roof panels. Kate suggested we email the Energy Savings Trust who will hopefully do an inspection of the building and give advice on heating systems. Wendy will do this.

## NOTICE BOARDS AND NEWSLETTER

Everyone agreed the village notice board (at the bottom of the Elphin loop) is in the wrong place. The post box used to be sited there but is now sited near the school. We all agreed a notice board near the present post box at the school would be more accessible. Stuart suggested a second notice board in Hilda's lay-by would be useful and everyone agreed. We need to check if we need permission from the council (subsequently found the consultation process alone is very expensive).

Jan has reminded Stuart about the newsletter we planned. Wendy does not think she has the time at the moment to sort this out. Stuart will ask Jan if she would like to coordinate this.

## RENAMING THE SCHOOL

Stuart proposed re-naming the school the Elphin Community Centre and after discussion this was agreed.

## CALENDAR FOR 2011

We all agreed we need to sort dates for event etc early as this will allow us to give plenty of notice for publicity and to book anything required. Stuart suggested individuals sort out the dates and take overall responsibility for organising the events.

Sian will be event coordinator for the Spring, Summer and Winter Markets.

John agreed to be events coordinator for the Music Festival.

Kate agreed to be events coordinator for the Chicken and Duck Fun Day and the Dog Show.

Helen agreed to be events coordinator for the Auction.

Stuart asked everyone to get dates to him by next Friday.

Yvonne Boa would like to use the school to arrange activity days for local school children during the school holidays. Stuart will liaise with Yvonne re dates.

Meeting finished 19.20.  
Wendy Wright.