

Assynt Primary School.

A meeting was held in the Assynt Old Primary School in Elphin on 1st December 2005 at 7.30pm.

At that meeting it was decided that a temporary committee should be formed until further discussion could take place to explore the possibilities of the Old School becoming a village hall.

Members appointed were:-

Chairman	-	Russell Pursey
Vice Chairman	-	Helen McQueen
Treasurer	-	Margaret Macleod
Secretary	-	Cindy Brophy

The Committee/Steering Group met on Wednesday 7th December 2005 to discuss matters arising from the previous meeting.

1. Chairman Mr Pursey had photographs taken of the building and measurements to ascertain any problems with the fabric.
2. He had been in touch with the National Farmers Union Mutual Insurance to quote for insurance. He had also been in touch with the Rates dept. regarding an approximate rates demand valuation.
3. Russell acquired some envelopes and would ensure that all houses in the district received details of the next meeting. He would enclose a proposal form for anyone wishing to help form the new committee.
4. The first thing we need to discover is how to get Charitable Status. This would be necessary when we applied for grants. G.D.Perry would ring Inland Revenue, Wick or Inverness to ask them to send details for a village hall type charity..
5. We also need to know who to ask about change of use from a school to a village hall. Is it the Planning Dept. Ask this question of Highland Council Rep at next meeting on Tuesday 13th December 2005 and whether they can arrange this?
6. To show the Highland Council Rep that we are serious about taking on the school, (depending on costs involved), a number of suggestions were put forward at both meetings as to its use. They are as follows:-

- Whist Drives
- Games Room
- Playgroup
- Hairdresser's use
- Chiropodist's use
- Spinning Group
- Art Group/ exhibitions
- Social Club
- Video library
- Film evenings
- Cybecafe
- Church Meetings
- Community Newsletter
- Produce market
- Craft Fairs
- Unisex keep-fit
- Distance learning – internet
- Letting accommodation
- Polling Station
- Dances etc, etc, etc

7. It was suggested that a public telephone could be installed, (as long as it paid for itself).

Ask these questions to Lawrence Jamieson of the Highland Council:-

How could we acquire a drinks licence and did he think it could happen?
How many people could we entertain in the hall? (Fire, Health and Safety Rules).

8. Think about appointing someone in the village to look after opening/closing of the premises. Remunerated post.

The Constitution was then discussed and the following points agreed upon pending a full community meeting.

1. Title. The Elphin and District Community Hall

3. Management. "Other Members". It was felt that as many members as possible should be incorporated into the committee as the work of running the hall should not be left to a few.

4. Quorum. Would be one-half.

8. AGM. February.

9. Financial Year. February – January.

10. Funds. Which Bank? Talk about this later.

11. Trustees. Do the present committee names go in the blank spots or do we leave until proper committee formed.

12. Borrowing Powers. Delete this.

Chairman advised not to approach Lottery for funding until we are sure to go ahead.

Ask Lawrence Jamieson to suggest someone who could come and talk to us about funding and fundraising.

Meeting closed at 9.00pm.

Insurance

E-Mail from NFU

Further to your e mail of 5th December; I roughly assessed the Rebuild value of the property to be in the order of £220,000. An indication of a premium for buildings cover and public liability cover as property owners with a £5,000,000 indemnity limit would be in the order of £500 per annum + insurance premium tax.

Such a premium would presume

- No cover for any refurbishment activity
- Appropriate security is in place at the building,
- The community centre has no cooking facilities on the premises,
- All sub groups such as day care centre, scouts etc have their own
- separate insurance in place which would indemnify you for damage to your property as a result of their negligence
- Cover would be subject to survey

I hope that this is helpful during the planning phase. No cover exists at present. Please let me know if and when you wish to proceed. Kind regards, Yours sincerely, Tom Sayles (BSc ARCS),

E-mail from R. Pursey 7.12.05

Dear Tom, Having reread your e-mail I need to clarify two details with you.

- 1 At present there is an electric cooker in the school
 - 2 The building will be leased from the Highland Council and not rented.
- Maybe you could advise on these matters. Regards, Russell Pursey

Thank you for the update Russell 7.12.05

I can live with a cooker - it is things like deep fat fryers and Cooking ranges which would cause me problems.

In respect of the lease with the Council. I would presume that this would be a fully repairing and insuring lease for which the premium indication which I offered would suffice . You should however check with the Council to see if the rebuild sum which I suggested is adequate for them - it is often the case in respect of a lease that the owner will specify the sum to be insured and require their interest be noted on the policy.

I hope that this helps - I am in the office today until about 1.00 when I have to go out on a call. Kind regards to you both. Yours sincerely Tom Sayles (BSc ARCS),

Rates Re Highland Council

Hello Russell

As per our telephone conversation this morning regarding the above subject.

It is estimated that the Ratable Value (RV), with the information provided, would be in the region of £2000. This is without a full survey of the building and land being carried out and is valued on the basis that no improvements to either have been carried out.

If the building or land are improved, and depending on the extent of improvements, the RV could increase to £3000 or there about.

The rates poundage for this financial year is £0.461p in the £.

If you gain charitable status it is unlikely any rates will be payable but any water charges will still apply. For more information about any other financial discounts or relief on business rates you should contact Mrs Dori Fleming of Highland Councils Non-Domestic Rates Section (Sutherland Area) on 01463 702466.

I trust this information will be of benefit to you. If you have any further queries please do not hesitate to get in touch.

Regards **Andrew Dunley**

Highland & Western Isles Valuation Joint Board, Council Buildings, Ferry Road, Dingwall
IV15 9QR Telephone Direct Line - 01349 869941