



ALEX MACINTYRE MEMORIAL HUT



**NOTICE OF THE ANNUAL GENERAL MEETING
OF THE MANAGEMENT COMMITTEE
TO BE HELD AT THE HUT ON SATURDAY 13th APRIL 2019**

AGENDA

1. **Welcome and apologies for absence**
Members: Lis Cook, David Foster, David Jones (BMC Trustee), John Leftley (Mountaineering Scotland Trustee), Sherry Macliver), Iain McCallum, Pravin Patel
2. **Approval of the minutes of the AGM held on 14th April 2018**
3. **Matters arising from the minutes not covered elsewhere on the Agenda**
4. **Convenor's Report (JL)**
Approval
5. **Financial Statement**
Review of the Income and Expenditure Account and Balance Sheet (JL)
Approval
6. **Bookings Secretary's Report (SM)**
Approval
7. **Election of Officers**
Convenor – John Leftley: Proposed/seconded
Minutes Secretary – Lis Cook: Proposed/seconded
Treasurer – Vacant
Bookings Secretary – Sherry Macliver: Proposed/seconded
Maintenance Manager – John Leftley: Proposed/seconded
8. **Succession planning – officers and committee members**
Serving officers and members intentions
Recruitment of new officers and members
9. **Hut fees**
Review
10. **Comments and concerns received regarding the operation and management of the hut (JL)**
11. **Date of the next AGM**

ALEX MACINTYRE MEMORIAL HUT

Minutes of the Annual General Meeting of the Management Committee held on Saturday 14th April 2018 at the Hut

1. **PRESENT:** David Foster, John Leftley (Mountaineering Scotland Trustee), Sherry Macliver, Iain McCallum (BMC Trustee and Convenor)

APOLOGIES: Lis Cook, Pravin Patel

Noted: Ruth Chambers has stepped down after 21 years' service on the committee for which she has been officially thanked by the BMC and is hereby thanked by the hut committee.

2. **MINUTES**

Approval of the minutes of the AGM held on 8th April 2017 was proposed by David Foster, seconded by John Leftley and agreed unanimously.

3. **MATTERS ARISING**

None.

4. **CONVENOR'S REPORT (IM)**

Noted: The advantages of charitable status (SCIO) will be discussed by the trustees.

Acceptance of the Convenor's report was proposed by Sherry Macliver, seconded by David Foster and carried unanimously.

5. **TREASURER'S REPORT**

Incorporated into the Convenor's report.

Noted: Income from casual bookings left in the safe is significantly reduced as bank transfers are being requested and made even for last minute bookings.

The honorarium for the local custodian has been increased slightly to reflect emergency call-outs
Acceptance of the annual accounts was proposed by Iain McCallum, seconded by John Leftley and carried unanimously.

6. **BOOKINGS SECRETARY'S REPORT**

Incorporated into the Convenor's Report.

Noted: Occupancy and income for 2017 were lower than previous years, reflecting poor winter mountain conditions. The outlook for 2018 is much improved, with March occupancy at least 62%.

7. **ELECTION OF OFFICERS**

- **Convenor**– Iain McCallum: Proposed by John Leftley and seconded by Sherry Macliver. Iain was elected unanimously.
- **Secretary (minutes)** – Lis Cook: Proposed by Sherry Macliver and seconded by Iain McCallum. Lis was elected unanimously.
- **Treasurer** – vacant.
- **Bookings Secretary** – Sherry Macliver: Proposed by Iain McCallum, and seconded by John Leftley. Sherry was elected unanimously.
- **Maintenance Manager**– John Leftley: Proposed by Iain McCallum, and seconded by David Foster. John was elected unanimously.

8. **SUCCESSION PLANNING – OFFICERS AND COMMITTEE MEMBERS**

All the officers said that they were prepared to serve for another year. David Foster will review in October whether he wishes to continue. Iain gave notice of his intention to resign as Convenor at the next AGM. It was agreed that officers and committee members should give reasonable notice of their decision to resign their office or membership in order to provide sufficient time for a replacement to be found.

Recruitment.....

Recruitment of new blood was again discussed with agreement to seek younger members, who would be accorded 'observer' status, from amongst users and custodians. Sherry Macliver to enquire amongst hut users and younger custodians.

9. HUT FEES

Increased to £13 pppn as from 1st January 2019.

10. COMMENTS AND CONCERNS REGARDING THE OPERATION AND MANAGEMENT OF THE HUT (IM)

None had been received. For the 2019 AGM Sherry Macliver will conduct a feedback survey of hut users.

11. DATE OF THE NEXT AGM

Saturday 13th April 2019.

ALEX MACINTYRE MEMORIAL HUT

ANNUAL REPORT FOR THE YEAR 2018

Preamble

The Alex MacIntyre Memorial Hut (AMMH) is the joint property of the British Mountaineering Council (BMC) and Mountaineering Scotland. The property is held in trust on behalf of the membership of these bodies as a mountaineering hut. The management committee manages the hut on behalf of the trustees. The committee is accountable to the trustees. All income generated is devoted to the operation, maintenance and development of the property.

The purposes of the trust are:

- For the provision of suitable accommodation for mountaineers, i.e. good basic accommodation at reasonable cost;
- For such purposes as may be necessary to maintain and operate the property.

BMC and Mountaineering Scotland members can access the AGM minutes, annual reports and summary accounts on the respective council websites.

Meetings

Previously two formal business meetings of the management committee have been held each year at the hut, the first in March or April following the AGM and the second in September or October. Since some committee members have to travel a considerable distance from England to attend meetings, it was decided that in 2018 and henceforth the second meeting should be held at an approximately halfway point, which in 2018 was Carlisle.

Improvements

No major building work was carried out during 2018. Further progress was made to increase energy efficiency by installing more LED lighting. The entire ground floor and the upstairs landing now has LED lights and the emergency lighting system has also been converted to LED. The bedroom lighting will be upgraded during 2019. Repairs were carried out to the driveway, the cost being shared with the neighbours.

Business plan

The business plan exists to facilitate the planning and funding of improvements in the coming years. The long-awaited feasibility study will be carried out during 2019. The main objective of the study is to provide a basic design template and provisional costings that can be used when applying for grants and undertaking detailed planning.

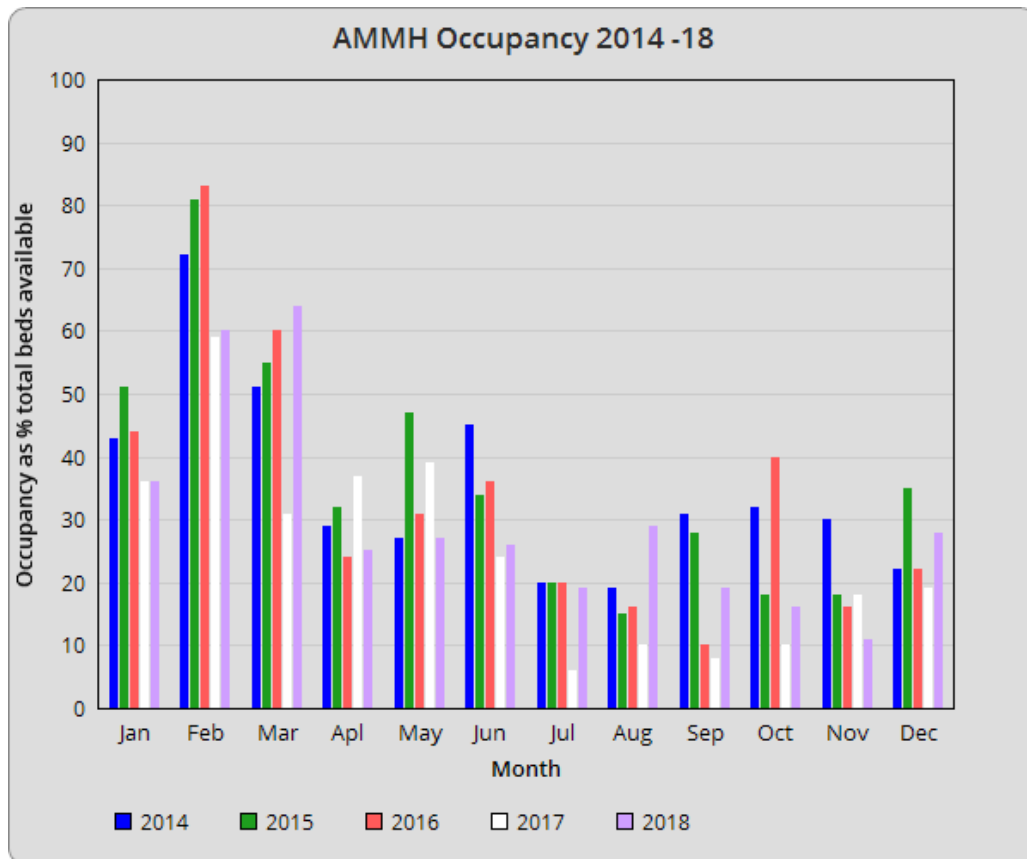
Although currently there are sufficient reserves to commit up to around £34,000 on improvements and maintenance with £11,000 in reserve, a significant proportion of that is already committed to the feasibility study and to the next proposed major project, which will involve damp-proofing of the building and improving external drainage. The building is over 130 years old and maintenance costs are becoming significant.

Finance

2018 was a good year in financial terms. Income was £20,969 with an operating surplus of £8,436. The main items of expenditure were electricity £3,064 and repairs and maintenance £3,151. The latter included:- electrical work, both installation and safety testing of circuits and portable appliances, £1,063; repairs to the driveway £816, offset by a contribution from the neighbours; contract for annual servicing of the fire extinguishers and biannual testing and servicing of the fire alarm system, £607.

Online booking system

The online booking system continues to be well used. The total occupancy in 2018 was 30% compared to 25% in 2017 but still somewhat less than in years previous to that. The hut fee during 2018 was £12/person/night. Possible ways of increasing occupancy during the summer months are being considered.



The possibility of becoming a SCIO

Two of the Scottish national huts, Glen Brittle and Mill Cottage, are now Scottish Charitable Incorporated Organisations. A SCIO has its own legal personality so it can carry out transactions in its own name and hold title to land. The trustees would in most cases have limited liability. There are also certain tax benefits. The trustees are still considering the implications of AMMH becoming an SCIO as regards its present relationship to the BMC and Mountaineering Scotland.

Iain McCallum

Convenor of the Management Committee 2018

March 2019

Provisional accounts for 2018 subject to ratification and formal adoption at the AGM

**Alex MacIntyre Memorial Hut
Income & expenditure account
for the year ending 31st December 2018**

Note	2018	2017	2016	2015
	£			
Income				
Booking fees + coin meters	20,969	16,560	20,213	20,374
BMC Grant	0	0	3,300	0
Interest	0	3	33	29
	20,969	16,563	23,546	20,404
Expenditure				
Electricity	3,064	2,755	2,742	3,107
Water and drainage rates	684	393	393	0
Building work	0	11,087	0	6,005
Repairs & maintenance	3,151	1,827	2,532	1,684
Refuse collection	389	352	374	252
Property survey	299			
Hire of Equipment	0	90		
Insurance	752	708	705	657
Booking System	275	275	300	275
Hut equipment	830		250	0
Committee / Wardens	1,777	995	1,098	520
Local custodian's honorarium	720	860		
Telephone & Stationery	270	207		
Consumables	68	76		
Book-Keeping	255	199	218	120
Booking refunds			210	180
	12,533	19,824	8,822	12,799
(Deficit) / surplus	8,436	-3,261	14,723	7,604

Breakdown of Booking Fees

Received in previous year	2,652	4,956	4,915	3,600
Received in current year	16,698	10,679	13,022	14,261
Coin meters	188	149		
Safe takings	1,431	801	2,276	2,513
	20,968	16,584	20,213	20,374

Alex MacIntyre Memorial Hut
Balance Sheet
As at 31 December 2018

	Note	2018	2017	2016	2015
					£
Fixed assets					
Land & Buildings	1	200,000	160,000	160,000	160,000
Current assets					
Bank - BofS Treasurers acc.		36,358	27,324	33,191	21,659
Bank - SW 7 day access acc.		9,428	9,427	9,424	7,392
		45,785	36,751	42,615	29,051
Current liabilities					
Hut fees in advance		-3,251	-2,652	-4,956	-4,915
Accruals		0	0	-300	
Loan SMT		0	0	0	-1,500
		-3,251	-2,652	-5,256	-6,415
Net assets		242,534	194,099	197,359	182,636
Represented by:					
	2				
Capital fund	B/F	223,098	186,359	171,636	164,032
Reserve Fund	B/F	11,000	11,000	11,000	11,000
Surplus / (deficit)		8,436	-3,261	14,723	7,604
		242,534	194,099	197,359	182,636

- 1 The building was revalued in October 2018 at a market price of £200,000 (formerly £160,000)
The building was insured during 2018 for £326,000 and the contents for £10,500. These amounts were increased during 2019 to £500,000 and £11,025 respectively
- 2 The Reserve Fund is now shown as a separate component of the Capital Fund

Accounts prepared by Yvonne Clark