



Alex MacIntyre Memorial Hut

Annual General Meeting of the Management Committee 2017

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If you have any queries please contact

[<huts@mountaineering.scot>](mailto:huts@mountaineering.scot)



ALEX MACINTYRE MEMORIAL HUT



NOTICE OF THE ANNUAL GENERAL MEETING OF THE MANAGEMENT COMMITTEE TO BE HELD AT THE HUT ON SATURDAY 8th APRIL 2017

AGENDA

1. **Welcome and apologies for absence**
Members: Ruth Chambers, Lis Cook (observer), David Foster, John Leftley (MS Trustee), Iain McCallum (BMC Trustee, Convenor), Sherry Macliver, Pravin Patel
2. **Approval of the minutes of the AGM held on 9th April 2016**
3. **Matters arising from the minutes not covered elsewhere on the Agenda**
4. **Convenor's Report (IM)**
Approval
5. **Financial Statement**
Review of the Income and Expenditure Account and Balance Sheet (IM)
Approval
6. **Bookings Secretary's Report (SM)**
Approval
7. **Election of Officers**
 - **Convenor – Iain McCallum: Proposed/seconded**
 - **Minutes Secretary (acting) – Sherry Macliver: 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 regarding the operation and management of the hut (IM)**
11. **Date of the next AGM**

ALEX MACINTYRE MEMORIAL HUT

Minutes of the Annual General Meeting of the Management Committee Held on Saturday 8th April 2017 at the Hut

1. PRESENT

Ruth Chambers, Lis Cook (Observer), David Foster, John Leftley (MS Trustee), Sherry Macliver, Iain McCallum (BMC Trustee and Convenor) **Apology:** Pravin Patel.

2. MINUTES

Approval of the minutes of the AGM held on 9th April 2016 was unanimous.

3. MATTERS ARISING

It was noted that the hut is insured for £320,000 (reinstatement costs).

4. CONVENOR'S REPORT (IM)

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

5. TREASURER'S REPORT AND FINANCIAL STATEMENT

The report was incorporated in the Convenor's report. Re. the statement, it was noted that:

- Expenditure on electricity was lower during 2016 due to increased monitoring of control devices
- Re-imburement of custodians' expenses appeared to be higher than the previous year because the local custodian's honorarium and the bookings secretary's telephone costs had been inadvertently included under that heading
- The reserve fund is now shown separately and capital is represented by assets (the building) and accumulated surpluses

Acceptance of the statement of the 2016 annual accounts was proposed by John Leftley, seconded by Ruth Chambers and carried unanimously.

6. BOOKINGS SECRETARY'S REPORT

This was incorporated in the Convenor's report.

7. ELECTION OF OFFICERS

- Convenor – Iain McCallum: Proposed by John Leftley and seconded by Sherry Macliver. Iain was elected unanimously
- Secretary (minutes) – Sherry Macliver: Proposed by Iain McCallum and seconded by David Foster. Sherry 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 Ruth Chambers. John was elected unanimously

8. SUCCESSION PLANNING – OFFICERS AND COMMITTEE MEMBERS

All the officers said that they were prepared to serve for another year. Ruth and David also agreed to continue to serve on the committee for another year. 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 of new blood was again discussed with agreement to seek younger members from amongst users and custodians who would initially be accorded 'observer' status.

9. HUT FEES

No increase for 2018 was proposed.

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

None had been received.

11. DATE OF THE NEXT AGM

Saturday 14th April 2017.

ALEX MACINTYRE MEMORIAL HUT ANNUAL REPORT 2016

Preface

The Alex MacIntyre Memorial Hut (AMMH) is the joint property of the BMC and Mountaineering Scotland (MS), formerly the Mountaineering Council of Scotland. The property is held in trust on behalf of the membership of these bodies as a mountaineering hut. The management committee (mancom) 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 MS members can access the AGM minutes, annual reports and summary accounts on the respective council websites.

Meetings

There are two formal business meetings of the mancom each year, the first in March or April, following the AGM and the second in September or October.

Improvements

The refurbishment of the small ground-floor bedroom which started in late 2015 is now complete. This involved treating walls to prevent damp ingress, replacing rotten woodwork and insulating the walls.

Proposed future improvements include improved drainage for the car park and around the N, W and E sides of the building, re-slating the toilet block roof, refurbishment of the kitchen and drying room and, in the longer term, refurbishment of the lounge/dining room. A feasibility study regarding these proposed improvements is to be commissioned. It will include designs, detailed specifications and costings. This information will be used in both planning and obtaining finance for future projects and will provide an invaluable guide for future members of the mancom in years to come.

Business Plan

A business plan to facilitate the planning and funding of future improvements has been in operation for several years. It includes a schedule of works divided into major and minor works.

Funding improvements poses problems. The hut is owned jointly by the BMC and MS 50:50. This ratio is important because when the mancom seeks grants or loans from the BMC and MS the BMC expects the MS to match its funding and this is not always possible given the relative size and income of the two bodies. An alternative may be to base the relative contribution on usage of the hut by members of the two bodies; annual occupancy statistics show that, on average, the ratio of bed nights for BMC and MS members is ~2:1

To date some minor improvements have been funded from our own resources while some major projects have been funded both from our own resources and by loans and grants from the BMC, MS and the Scottish Mountaineering Trust.

Finance

Financially, 2016 was quite a good year for the hut. Fee income was down slightly at £20,213 in 2016 compared with £20,374 in 2015. The BMC has granted us £3,300 towards the cost of the proposed feasibility study on the refurbishment of the hut. MS has also promised £2,500 towards the study, which is likely to be drawn upon during 2017.

Expenditure totalled £8,822 compared with £12,799 in 2015. The main items of expenditure were: repairs and maintenance £3,175 and electricity £2,742. There was a surplus of income over expenditure of *£14,724 compared with surplus of £7,604 in 2015.

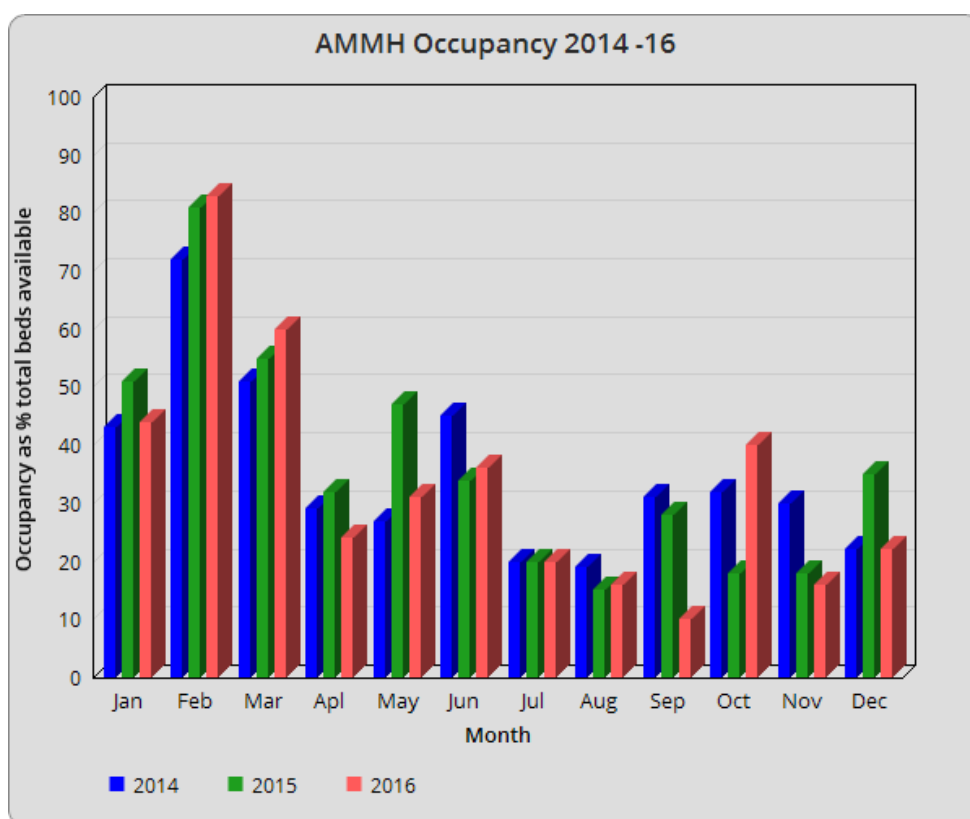
Currently there are sufficient resources to commit perhaps £25,000 on improvements and maintenance with £11,000 in reserve.

*Note: The figure of £14,724 includes the BMC grant of £3,300.

Booking System

The Easy Bookings online booking system came into operation in 2013 and has proved to be a great success. Nowadays many hut users prefer to make payments by electronic transfers rather than paying by cheque.

Occupancy was down a little at 33% in 2016 compared with 36% in 2015. As usual, there were relatively few bookings in July and August. We need to consider how we might boost bookings in the summer months. The hut fee during 2016 was £10/person/night.



MANCOM – Recruitment of new members

The age profile of the committee is quite high and therefore we need to recruit new blood.

Iain McCallum

Convenor of the Management Committee

March 2017

**Alex MacIntyre Memorial Hut
Income & expenditure account
for the year ending 31st December 2016**

	Note	<u>2016</u>	<u>2015</u>
		£	£
Income			
Booking fees		20,213	20,374
BMC Grant		3,300	0
Interest		33	29
		<u>23,546</u>	<u>20,404</u>
Expenditure			
Electricity		2,742	3,107
Water Rates		393	0
Repairs & maintenance		2,532	1,684
Refuse collection		374	252
Insurance		705	657
Booking System		300	275
Hut equipment		250	0
Committee / Wardens		1,098	520
Building work		0	6,005
Book-Keeping		218	120
Booking refunds		210	180
		<u>8,822</u>	<u>12,799</u>
(Deficit) / surplus		<u>14,723</u>	<u>7,604</u>

Iain McCallum
Convenor

I. McCallum

Gordon Adshead
Independent Examiner

H. G. Adshead

Breakdown of Booking Fees

Received in Previous year	4,915	3,600
Received in Current year	13,022	14,261
Safe Takings	2,276	2,513
	<u>20,213</u>	<u>20,374</u>

Alex MacIntyre Memorial Hut
Balance Sheet
As at 31 December 2016

	Note	2016	2015
		£	
Fixed assets			
Land & Buildings	1	160,000	160,000
Current assets			
Bank - BofS Treasurers		33,191	21,659
Bank - SW 7 day access		9,424	7,392
		<u>42,615</u>	<u>29,051</u>
Current liabilities			
Hut fees in advance		(4,956)	(4,915)
Accruals		(300)	
Loan SMT		0	(1,500)
		<u>(5,256)</u>	<u>(6,415)</u>
Net assets		<u>197,359</u>	<u>182,636</u>
Represented by:			
	2		
Capital fund	B/F	171,636	164,032
Reserve Fund	B/F	11,000	11,000
Surplus / (deficit)		14,723	7,604
		<u>197,359</u>	<u>182,636</u>

1 The building was revalued at market price in 2010 at £160,000.

The building is insured for £320,000 and the contents for £10,000

2 The Reserve Fund is now shown as a separate component of the Capital Fund

Accounts prepared by Yvonne Clark

Iain McCallum
 Convenor

I. McCallum

Gordon Adshead
 Independent Examiner

H. G. Adshead

22-Mar-17