



CAITHNESS DISTRICT COUNCIL

COUNCIL OFFICES
MARKET SQUARE
WICK
CAITHNESS KW1 4AH

A. Beattie, M.A., LL.B.
Chief Executive

Our Ref: IGS/HC.

Your Ref:

Tel: Wick 3761 (0955)

When telephoning or calling please ask for: Mr. Iain G. Smith.

Please address any written reply to
The Chief Executive

5th October, 1984.

Mr. P.G. Wild,
Secretary,
Royal Burgh of Dornoch & District Community Association,
'The Meadows',
Dornoch.

Dear Sir,

Thank you for your letter dated 24th September, 1984 regarding landscaping around the Dornoch Social Club.

As indicated when Mr. Williams visited you last week there was no arrangement for this work to be carried out on our current scheme.

I understand that there had been enquiries made by you for a number of small projects in Dornoch but none of these was finalised for attention this year, however we would appreciate a list of any works you require so that these may be considered for inclusion in any future scheme.

I look forward to hearing from you.

Yours faithfully,

I. G. Smith

Iain G. Smith.
Special Programmes Manager.



J.M. CAMPBELL
ELECTRICAL CONTRACTOR AND RETAILER
STATION SQUARE, DORNOCH. Tel. 810576 and 810211

6 October 1984

Mr P Wilde
Secretary
Dornoch Social Club
DORNOCH

Dear Sir,

With reference to our recent meeting at the above I noted the following:-

1. The scout room and upper flat mains distribution to be linked to the Hall Main Distribution Board to eliminate the need for a seperate supply.
2. Provide and fit External Water Proof Satchwell Frost Stat to be linked to toilets and kitchen area Panel Convectors.

My price for the above works amounts to £126:50 (one hundred and twenty six pounds, fifty pence) and is subject to VAT if applicable.

Yours faithfully
for J M CAMPBELL: ELECTRICAL CONTRACTOR


J M Campbell.

An Cardach
Borroch
Sutherland

19th November 1984

Mr I Macdonald
Social Work Department
Woodlands
Borroch

Dear Mr Macdonald

At a recent meeting of the Community Association a suggestion was put forward to the Committee by Mr MacNaughton that we should enquire about the possibility of offering maintenance jobs around the Social Club as suitable Community Work to be undertaken by offenders.

I understand from the Sheriff Clerk that such work is organised by your department. Suitable jobs would perhaps be gardening, painting, cleaning windows etc.

I look forward to hearing from you as to whether any such arrangement is practical.

Yours sincerely,

Jean C Currie,
Secretary,
Borroch & District Community Association

SUTHERLAND DISTRICT COUNCIL

F. Hayward, M.R.S.A.S.
Director of Environmental
Health,
Master of Works.

Telephone Dornoch 810491

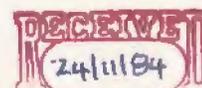
The Meadows,
DORNOCH,
Sutherland IV25 3SG.

Your Ref.

My Ref. PH/RAM/BR

Date 22nd November, 1984.

Gardiner: Building Design,
6 St. Gilbert Street,
DORNOCH.



Dear Sir,

Building Scotland Acts 1959 & 1970
Dornoch Social Club.

Further to our telephone conversation regarding the use of the above club as a residential base for children for limited periods, I can not find any reason to prevent its use for this purpose as a few Highland Regional Council and other community buildings are used for similar purposes.

The requirements for fire resistance and escape routes would be the same for A3 & C2 which would be the categories to be considered, if a change of use was applied for and the Kitchen and Toilet facilities would possibly differ only slightly.

However as the main function of the building is as a social club, I would assume that no change of use will be applied for and therefore the Building Scotland Acts could not be considered in this particular case.

Yours faithfully,

F. Hayward

Director of Environmental Health.



Highland

Department of Social Work
Paul Lee
Divisional Officer
Wick Division

Highland Regional Council
Divisional Office
Bridge Street
Wick KW1 4AJ

Telephone (0955) 3781
Area Office
Woodlands
DORNOCH

Please ask for Mrs Mackay

Our ref MEM/PJT

Tel: Dornoch 810488

Extension No

Your ref

Date 20.12.84

Mrs Joan Currie
Cardach
DORNOCH
Sutherland

Dear Mrs Currie

Thank you for your letter sent on behalf of the Dornoch & District Community Association regarding the possibility of tasks being undertaken around the Social Club under Community Service Orders. The position is that we do not as yet have a Community Service Organizer and until we do we cannot operate such a scheme.

Perhaps you would care to enquire again in a month or two when the situation may have changed.

Although your letter was addressed to Mr Macdonald, I have answered it because he has no direct responsibility for sewerage services in the area.

Yours sincerely

Mary B. Mackay

Mary B Mackay
Senior Social Worker

Dornoch Social Club

Emergency Lighting, alarm, escape and fire fighting provisions.

Inspection carried out 7 December 1984 by Peter Wild and Stuart Gardiner to compare the existing provisions with the requirements of the Building Warrant Drawing Ref. 206/80 issued by Sutherland District Council 21 November 1980.

MAIN DOOR:

No illuminated EXIT sign over door. 2 gallon water filled extinguisher provided.

SCOUT ROOM:

No illuminated EXIT sign over door. Fire extinguisher is a 4.5 kg dp. Should be a 9 kg dp.

MAIN HALL TO PORCH:

No 9 kg dp extinguisher.

MAIN HALL TO FIRE ESCAPE:

Access poor due to protrusion of stage.

Fire extinguisher is a 4.5 kg dp. Should be a 9 kg dp.

GAMES ROOM:

Doors to corridor and to main hall should be free from fittings. Both have mortice locks fitted.

Emergency light over door to hall is not marked with EXIT.

KITCHEN:

Remove sliding bolt from main exit door.

Fire extinguisher is a 4.5 kg dp. Should be a 9 kg dp.

COFFEE ROOM ENTRANCE:

No Yale night latch fitted but two sliding bolts are fitted.

No 9kg dp fire extinguisher.

RECOMMENDATION:-

1. Fit night latch to Coffee room entrance door and remove sliding bolts.
2. Remove sliding bolt from Kitchen door.
3. Remove mortice locks from doors from Games Room to corridor and to Main Hall.
4. Permit better access to Fire Escape behind stage.
5. Invite the Area Fire Prevention Officer, John Faulds of Thurso, to inspect the premises to determine what action is required regarding emergency EXIT Signs and Fire Extinguishers.

COMMENT:-

Although this inspection has been carried out with a view to letting the hall in the summer for residential use it is my strong recommendation that the Committee authorise expenditure for items 1,2 & 3 immediately as I am of the opinion that the fittings which presently exist on these doors are potentially hazardous and could, in the event of a fire occurring in the building, trap occupants within the premises.

Report prepared and submitted for the Management Committee by:

Stuart C Gardiner
Date: 10 December 1984.

An Cardach
Dornoch
Sutherland IV25 3HN

6th December 1984

Miss Anne Hayson
Jackson-Rudd & Associates Ltd
Oldebourne House
46-47 Chancery Lane
LONDON WC2A 1JB

Dear Madam,

Please insert the attached advertisement in the Classified Section of the SCOUTING Magazine under "Holidays & Accomodation", in the February 1985 issue.

I enclose a cheque for £24.00.

Yours faithfully,

J C Currie (Mrs)
Secretary
Dornoch & District Community Assoc.

EAST SUTHERLAND COUNCIL OF SOCIAL SERVICE

Chairman: W.B. Ashplant

Secretary:
Mrs Alison S. Burnett

Pulrossie Farm,
Dornoch,
Sutherland,
IV25 3RL.
Tel. Whiteface 206
(STD 086 288)

Dornoch Social Club.

11th Dec 1984.

Dear *Mr. Wood*

SUTHERLAND VILLAGE HALLS CONFERENCE

A Village Hall Conference will be held in Lairg in late February to discuss Group Insurance: Heating & Insulation: Charges to Clients by Halls and Community Centres: Fees for adults and youth groups: Rates and Water Rates following new rateable values to be introduced in 1985.

In order that all these subjects can be tackled usefully please send to the meeting someone fully mandated to vote on your behalf. In the meantime your committee might care to examine the Insurance Rates quoted to us against the payment you currently make. Listed below are offers from 4 major companies.

Every hall should be regularly valued to ensure that the sum insured is the full current replacement cost of the building etc.. Claims are rated down if the full current value is not insured. It will be appreciated that it should be done annually. It could well be that when this new assessment is made the actual cost to the hall would not be increased if we can get cover at greatly reduced terms by group insurance.

However, armed with these quotes, perhaps your own insurance company will be eager to keep your business and will offer you more attractive terms.

The actual date and venue for the meeting will be announced nearer the time but it was agreed that all hall committees would wish 2 months to assess their position. The Conference will be organised by Community Education, North & West CSS and ourselves. If you have any points which require clarification please do not hesitate to contact me.

Yours sincerely,

Alison S. Burnett.

Alison S. Burnett

Scouting

The National Magazine of
The Scout Association
Advertisement Managers,
Jackson-Rudd and Associates Ltd.,
46-47 Chancery Lane, London WC2A 1JB.
Telephone: 01-405 3611/2, 01-405 7308/9

11-12-84

Dear Mrs Currie

Thank you for your letter of 6-12-84 enclosing classified advertisement to appear in Scouting Magazine.

I acknowledge receipt of your cheque for the sum of £24.00 unfortunately our rates for classified have changed to 35p per word and £7.60 per single column cm, thus there will be a further £1.00 to pay for your advertisement.

I would be grateful if you could remitt the outstanding sum by return of post so that we can ensure the insertion of your advertisement in the following issues:-

February 1985

Kind regards.

Yours sincerely



ANNE HAYSOM
Classified Advertisement Manager.

sent 17/12/84

An Cardach
Dornoch
Sutherland IV25 3HN

Mr I Mackay
Principal Teacher of Guidance
Woodside Secondary School
147 Berkeley Street
Glasgow G3 7HP

Dear Mr Mackay,

I was sorry to have missed you last year, but hear you went off with a few trophies again! I understand that the School is not going to be available as Holiday Accomodation this year and wonder if the Social Club would be of any interest to you. We are advertising it as a Youth Holiday Centre for groups up to 30 in number (plus accompanying adults). I know your numbers are usually larger than this, but perhaps you can have several trips! I enclose a copy of our advert for your information.

With all good wishes for 1985.

Yours sincerely,

J.C. Currie,
Secretary,
Dornoch Community Association.

General Accident Fire and Life Assurance Corporation p.l.c.

**CERTIFICATE OF
EMPLOYER'S LIABILITY INSURANCE**

(A copy or copies of this certificate must be displayed at each place of business at which the policyholder employs persons covered by the policy).

POLICY NUMBER

2450337234/10

1. NAME OF POLICYHOLDER

ROYAL BURGH OF DORNOCH &
DISTRICT COMMUNITY ASSOCIATION

2. DATE OF COMMENCEMENT OF INSURANCE

02 OCTOBER 1984

3. DATE OF EXPIRY OF INSURANCE

01 OCTOBER 1985

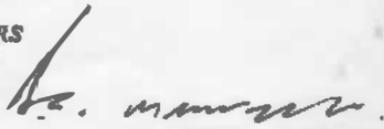
I hereby certify that the policy to which this certificate relates satisfies the requirements of the relevant law applicable in Great Britain, Northern Ireland, the Isle of Man, the Islands of Guernsey, Jersey and Alderney or to offshore installations or associated structures in designated areas of the Continental Shelf and the territorial waters adjacent to Great Britain.

Signed on behalf of:

General Accident Fire and Life Assurance Corporation p.l.c.

AUTHORISED INSURERS

Registered in Scotland - No. 2116
Registered Office:
PITHEAVLIS, PERTH, SCOTLAND PH2 0NH
D.P. 133F


Chief General Manager

7470802