



GENERAL MEETING OF DORNOCH AREA COMMUNITY COUNCIL (DACC)

WED 17th MARCH 2021 – 7pm

n.b. meeting to be held online (video and phone) owing to Covid-19 restrictions.

AGENDA

Full Documentation Available: [Here](#)

PRELIMINARIES

1. Apologies for absence
2. Declaration of interests
3. Adoption of Minutes of 17/02/21 meeting – [Link to PDF](#)
4. Matters Arising (not otherwise covered in agenda below)

ITEMS FOR DECISION

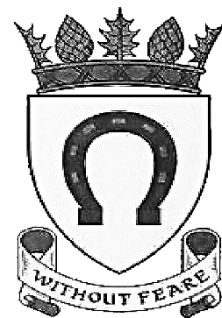
5. Planning & Licensing Applications
 - a. Erection of agricultural building – Torboll – [Link to Webpage](#)
 - b. Erection of two blocks semi-detached houses (former site) – Church Street – [Link to Webpage](#)
6. Proposal to extend Princynain Cemetery – JMcG
7. Proposal to streamline round robin emails – [Proposal from LD](#) & [Proposal from LR](#)
8. SCIO proposal – [Proposal from PM & JB](#)
9. How to choose winner of this year's Community Award – [Proposal JB](#)
10. Appoint Subcommittee to bring Dornoch Visitor Management Plan to fruition
11. Dornoch Whisky Festival – Request for support – [Link](#)

ITEMS FOR NOTING & DISCUSSION

12. Finance update – [Link to PDF](#) & [Link to Community Council Accounts](#)
13. Municipal Projects progress reports
 - i. DACC maintenance projects (JB) – [Link](#)
 - ii. Awaiting HC actions (JMc) – To Follow
 - iii. Development Projects (PM) – [Link](#)
14. Correspondence including any submission from Police (Secretary)
15. Roads and Pathways
16. Any Other Competent Business

Date of Next Meeting 21st April, 2021

**MINUTES OF A GENERAL MEETING OF
DORNOCH AREA COMMUNITY COUNCIL (DACC)
HELD ON WEDNESDAY 17TH FEBRUARY, 7PM
VIA ONLINE CONFERENCE CALL**



PRESENT

Patrick Murray – Chair - PM
Graeme Ross – Vice Chair - GR
Jerry Bishop – Treasurer – JB
Jimmy Melville – JM
Genevieve Duhigg – GD
Lucy Dixon – LD
Lesley Strang - LS

IN ATTENDANCE

Lou Rollason – Minutes – LR
Jim McGillivray – Cllr – JMc

N/B: PLEASE USE THE LINKS IN THE HEADINGS (WHERE APPLICABLE) TO ACCESS CORRESPONDING DOCUMENTATION		
1.	APOLOGIES FOR ABSENCE Apologies received from Davie MacBeath & Phil Tomalin.	
2.	DECLARATION OF INTEREST None received	
3.	<u>ADOPTION & ACCEPTANCE OF MINUTES OF LAST MEETING (21/1/21)</u> The minutes were proposed by GR as a true account of the meeting and seconded by JB.	
4.	MATTERS ARISING (NOT OTHERWISE COVERED IN AGENDA – NUMBERS RELATE TO THE LAST MEETING POINT)	
a.	5a - Dornoch Free Church letter of support had been sent.	
b.	6 (historic) - JB circulated e-mail correspondence from the planning department and it appears that DACC do not normally need to trouble themselves with section 75 which refer to contracts between developers and the HC.	
c.	12 – A new plan was published regarding the traffic at Elizabeth Crescent. JB wished to extend his thanks to DM, PM & JMc. JMc to check the new plan has been adopted	JMC
d.	6b – JMc checked the routes that were being assessed and had not yet heard back. To be taken off list of action points.	JMC
e.	14 – Police – LD contacted the police, and they cannot join due to security concerns relating to Zoom meetings but will continue to send reports.	LD
f.	16 – Discussion on adoption of Youth Members to be postponed until next meeting.	

GUEST SPEAKERS		
5.		
a.	PHIL TOMALIN (PT) – WARD MANAGER PT sent his apologies and stated that the public toilet quotations were not finalised. PM stated that the Caravan Park had refurbished their toilets for approximately £40,000 and stated that it showed how slow HC was. JB agreed & stated that this was disappointing, and that DACC cannot now meet the deadline for the County Meeting in May without having the time to scrutinise the figures.	
	ITEMS FOR DECISION	
6.	MEMBERSHIP REVIEW:	
a.	PM proposed Yvonne Macrae citing her work within Embo for the Covid crisis. He believed she would be a great addition. DACC UNANIMOUSLY IN FAVOUR OF CO-OPTING YVONNE MACRAE	
	PLANNING & LICENSING APPLICATIONS	
7.	<u>ERECTION OF HOUSE & GREENHOUSE – STRUIE ROAD - 21/00400/FUL</u> NO ADVERSE COMMENTS RAISED	
8.	<u>MUNICIPAL PROJECTS PROPOSAL - JB</u> JB ran through the proposal; no comments regarding phase 1. JMc suggested a small deterrent for campervans and caravans staying overnight at Proncy Cemetery. He was waiting to hear from HC but estimated a rough cost of £250 – GD is in support. It was agreed to add the proposed work at the Proncy Cemetery to the new grant application being submitted to the Common Good Fund, raising the total to be applied for in Phase 2 to £4,084.49. APPROVED	JB
9.	VISITOR MANAGEMENT PLAN INCLUDING: THE <u>BEACH PLANNING MEETING</u> & <u>TEAMS MEETING</u> & <u>TOWN</u> The plan was distributed offline. Out of 17 points for Phase 1, 15 were agreed upon. The two that needed more consideration: <ul style="list-style-type: none"> Regulation of parking on Castle Street – requires a full community consultation. Proposal to make the airfield an area for parking for campervans and caravans – overnight parking only, no camping and no daytime parking. JB reminded members they were not voting to get the points actioned, but merely indicating their support for proposals to be contained in the final Dornoch Visitor Management Plan being produced by HIE. PM clarified that they are voting on the 15 agreed upon in the document and the final two will be discussed.	

15 POINTS APPROVED

Regulation of parking on Castle Street

PM opened the floor for JB to re-propose the Castle Street parking. JB stated the problem was campervans and caravans parking in the area, taking up more than one space or spreading across several bays. The proposal was to encourage people to park in the carpark, rather than on Castle Street by restricting parking to say one hour free with no return within three hours.

Comments were received including:

- A consultation being required for all residents.
- It being a whole town plan, not just in one place.
- Accessible parking being an issue.
- Residents needing the parking due to not having private parking in their properties.
- This is a major issue for Dornoch, not something that can be done quickly with no easy solution.
- A full public meeting – not phone in or e-mail.

PM proposed that by the next meeting the views of the people (via telephone) residents and businesses on Castle Street were sought.

LD asked whether, if there was to be a public meeting, was there any point in having a discussion with current residents and business owners at this stage as their views may change during a public consultation.

LS agreed with GD & LD that this impacts all of Dornoch as Castle Street is so intrinsic to the town.

JB respected the wishes of DACC however stated that he thought this summer would be worse and it would be worth trying. He stated that he looked forward to people coming forward and bringing ideas for managing the parking and traffic.

JB UNDERSTOOD AND RESPECTED THE VIEWS OF DACC AND THUS ACCEPTED THE AMENDMENT WITHOUT THE NEED FOR A VOTE

GD proposed that DACC had made a good first start, and not to do nothing, just do more of the work that had been started.

LD brought together the idea that there could be tweaks to things that have been approved. For example: signs pointing to 2+ hour parking in car parks, without the need for specific restrictions thus drawing the parkers elsewhere.

Proposal to make the airfield an area for parking for campervans and caravans – overnight parking only, no camping and no daytime parking

The intention is not to draw business away from the Caravan Park, but to be used only when it is full and only for overnight parking. The proposal would be experimental and the main stakeholder who would need to agree would be the Caravan Park. The proposal would be that the Caravan Park would take a small fee and look after the area.

Views raised were:

- The area's popularity is well known and thought to be unlikely to be supported by the residents.
- Who would regulate this?
- The road is an adopted road and Royal Dornoch Golf Club (RDGC) have land either side, the car park is not an adopted carpark and it is public land and is likely an asset of the Common Good and there is nothing that anyone could do to stop caravans and campervans parking down there for free as it is.
- Two options are that DACC does nothing and accepts the current situation or attempts to regulate it.
- Before 10am and after 6pm was the suggested time

	<ul style="list-style-type: none"> The sales of campervans and caravans have exploded, and they will still visit, this is about giving them somewhere (off the main areas) to stay. <p>PM ASKS FOR THIS TO BE CONSIDERED FOR ANOTHER MONTH – AGREED</p>	
ITEMS FOR NOTING & DISCUSSION		
10.	<p><u>FINANCIAL UPDATE</u></p> <p>JB stated there was no change expect for a slight change within the document to reflect GR's request to clarify that DACC does not control the Common Good Funds in the same way it does its own bank account.</p>	
11.	MUNICIPAL PROGRESS REPORTS & UPDATES	
a.	<p><u>WITHIN DACC'S CONTROL (JB)</u></p> <p>Discussed above in point 8.</p>	
b.	<p><u>AWAITING HC ACTIONS (JMC)</u></p> <p>JMc stated that he had forwarded this to the area manager, and they have agreed to monitor and review this on a monthly basis.</p> <p>JMc agreed to check that the extraction routes for the tree felling at Camore are sensible.</p> <p>IN PROGRESS</p>	JMC
12.	<p><u>OTHER PROJECTS PROGRESS REPORTS</u></p> <p>Report from Charles Minall regarding the food bank and vaccinations of Covid-19. PM praised Charles and his team for all the work they have done to help those worst affected by Covid.</p> <p>JMc reported that the ownership of the old Hangar at the Airfield is unknown and JB stated that as it is on Common Good land, in the absence of any lease it should revert to the Common Good Fund. In the meantime JMc is optimistic that the Show will agree to move all their materials to their new warehouse, but that they would like to combine this task with their preparations for the next show.</p> <p>IN PROGRESS</p>	
13.	<p><u>NEW COUL LINKS PROPOSAL</u></p> <p>PM read out the proposal linked above.</p> <p>GR reiterated that as a community council involved in planning, DACC cannot comment on items where no planning has been submitted.</p> <p>DACC AGREE TO THE PROPOSAL</p>	
14.	DORNOCH WORKPLAN	

	PM stated that DACC needed to look at those to honour for the community award. JB suggested looking towards the other community groups to find nominations which must be decided by May.	
15.	<p><u>DOG FOULING</u></p> <p>PM not in favour of discussing this until DM returns.</p> <p>DEFERRED UNTIL NEXT MONTH</p>	DM
16.	<p>DORNOCH COMMUNITY/MASTERPLAN (GD)</p> <p>Discussed in point 9.</p>	
17.	<p>CORRESPONDENCE</p> <p>LR stated that no police report had yet been given. It was agreed to send through correspondence from the East & Central Sutherland Citizens Advice Bureau.</p>	LR
18.	<p>ROADS AND PATHWAYS</p> <p>PM asked who owned the land behind the library, JMc believed HC owned both the library and the land behind. PM proposed that something should be done with it. LD asked if it could be offered as staff parking on the high street. JM asked who would clean this area up.</p> <p>TO BE DISCUSSED AGAIN</p> <p>Free Church Cemetery gate is crumbling away and it was decided to seek DM's advice on how to deal with this.</p> <p>TO AWAIT DM'S RETURN</p>	DM
19.	<p>AOCB</p> <p>JM – An area of land opposite the spa at the business park is in a state of disrepair. JB reminded him that this is an area that is undergoing planning and no further action is required.</p>	
<p>MEETING CLOSED AT: 21:11</p> <p>WITH NO FURTHER BUSINESS TO DISCUSS, THE CHAIR THANKED EVERYONE FOR ATTENDING AND CLOSED THE MEETING AT THE ABOVE TIME AND THE DATE OF NEXT MEETING IS STATED BELOW.</p>		
<p>DATE OF NEXT MEETING – 17TH MARCH, 2021, AT 7PM</p> <p>VIA ZOOM</p>		



Lou Dornoch <louindornoch@gmail.com>

FYC Emails

Lucy Dixon <luce111@hotmail.co.uk>

20 February 2021 at 10:59

To: Patrick Murray <murrayballoan@gmail.com>, Lou Rollason <louindornoch@gmail.com>

Hi Paddy and Lou.

I'd like to propose a new way of make emails more efficient. With a dozen or so emails coming through each month I wonder if it's worth considering an efficiency measure I learnt through Quality Improvement. In all honesty, I don't monitor my personal email daily (I spend so much time on my work and business emails) and there's a risk of losing sight of important things.

Basically all emails have a code/comment at the beginning of the Subject Line of every email written or forwarded which identifies it as one of three things: for info (FYI), for comment (FYC) or for action (FYA). At a glance it enables people to prioritise what they do with emails – you don't have to even read any of the body of the email to realise that you don't need to spend precious time addressing it before the next meeting if you don't have time. You can even add a date if you have a deadline e.g. FYC by 28/02 (Subject). This would also allow people to use the key word search in their email for the most important things.

It may be worth getting people to consider the use of the reply all function e.g. did we all need to reply to all for the colour of the toilet paint?

The thing is that it ideally needs to be adopted as a concrete rule by everyone at the end of the day to make it really work but even if the most prolific emailers adopt it and everyone understands it then it should help make an impact.

Is this something we could add to the next agenda if you both feel it's a goer?

Yours, Lucy

Sent from [Mail](#) for Windows 10

Dornoch Area Community Council (DACC) Meeting 17th March: Updated Method of Communicating Information Proposal

To limit the number of e-mails that are forwarded to members e-mail accounts, I propose the utilisation of a Microsoft OneDrive shared folder. This will allow for attachments & e-mails to be uploaded to this shared folder whereby all members can access at their leisure. This folder will not be editable, but the documents can be downloaded by the members.

Members do not require a Microsoft account to access this shared folder, although it would be recommended that the link was saved (as a bookmark or elsewhere) to navigate back to easily. The link is here:

<https://1drv.ms/u/s!AjWEhKgkXCai3qh6bYcwKFdFuFB?e=ODUwmv> and can be viewed by anyone with the link.

Members who wish to have a 'hard copy' of the original e-mail may still request from the minutes secretary who will happily oblige.

Although this will significantly reduce the number of *forwarded* e-mails from me, it does not mean you will not get e-mails at all. For example, if I receive an e-mail meant for you, is your domain of expertise or that I feel you would benefit from, I will still be sending them. This OneDrive approach is for the circulars, non-urgent information sharing and items of interest (but not urgency).

Agendas, minutes, and e-mails of importance/requiring a response will still be sent directly to your e-mail address. I will use codes as suggested by Lucy Dixon in the subject heading to mark any e-mails that are sent to you and I would request, as Lucy mentioned, that members sending e-mails to the whole group do so as well.

I would also like to request that if a DACC member is sending me an e-mail to be forwarded to the rest of the members, please indicate its importance; aka, is it going in the OneDrive or am I to forward to the rest of the group as a matter of urgency/ and/or requires a response.

Lou Rollason

Dornoch & District Community Council (DACC) Meeting 17th.March 2021

Proposal to set up SCIO

Background

At the end of last year DACC decided to close the limited company, The Dornoch Trust, which was impractical to administer. It was a limited company whose constitution demanded that it had over 20 members with all the work that entailed and with the problem that its actions would not be controlled by the Community Council.

However DACC does still need a corporate vehicle in order to sign leases of property from the Common Good Fund and at present there are two such leases that need to be dealt with: the beach playpark and the beach toilets. The former is currently leased by three DACC members as individuals whereas the latter has no lease at all. The former needs to be changed to put a stop to the personal liability of the three individuals involved, while the latter needs to be established otherwise the Highland Council will curtail DACC's right to manage the beach toilets.

Proposal

After taking advice from a wide range of sources, including two sessions with [Felix Spittal](#) (Development Trusts Association Scotland - DTAS) and a fairly long zoom session with [Gillian Harkness](#) a director and charity law specialist at Burness Paul LLP, I propose that DACC sets up a simpler vehicle than the previous limited company although it can use the same name: The Dornoch Trust. The vehicle will be a 'single-tier SCIO'.

Explanation

'Single-tier' means that its members and directors will be identical, avoiding the need to recruit and maintain members other than its directors. SCIO means Scottish Charity Incorporated Organisation which is an easier and cheaper entity to maintain than a limited company; for example all accounts are kept on a cash basis and the requirement for an annual review is simpler and cheaper than for a limited company. The director-members of the SCIO will have limited liability in the same way as for a limited company. All DACC members will be invited to be director-members; because operating these two assets is an integral function of DACC, each DACC member is encouraged to take up this invitation, but provided we have a minimum of three director-members that will be sufficient for the SCIO to be set up and to continue.

I attach a copy of the proposed constitution which follows exactly the model constitution for a single tier SCIO provided by the Scottish Council for Voluntary Organisations (SCVO). Once established, the charity will be regulated by the Office of the Scottish Charity Regulator (OSCR) to whom we will submit an annual report. The Trustees are fully indemnified from any legal action (unless we act inappropriately) in the same way as directors of a Limited Company. The Trustees are free to resign their position at any time

Any leases taken on by the SCIO will need to be approved by all member-directors and the SCIO will need to be appropriately insured for running the two properties. There will be a cost to this which will need to be born from the Common Good Fund. The annual insurance of the two properties and the other annual running costs are estimated at £250-£500 per annum.

DRAFT CONSTITUTION

THE DORNOCH TRUST SCIO

1. CONTENTS		
2. GENERAL	3. type of organisation, Scottish principal office, name, purposes, powers, liability, general structure	4. clauses 1 - 13
5. BOARD (CHARITY TRUSTEES)	6. number, eligibility, appointment/ retiral, termination of office, register of charity trustees, office-bearers, powers, general duties, code of conduct	7. clauses 14 - 42 8.
9. DECISION-MAKING BY THE CHARITY TRUSTEES	10. notice, procedure at board meetings, minutes	11. clauses 43 - 58
12. DECISION-MAKING BY THE CHARITY TRUSTEES AS MEMBERS	13. AGMs and other members' meetings, notice, procedure, voting at members' meetings, written resolutions, minutes	14. clauses 59 - 80
15. ADMINISTRATION	16. sub-committees, operation of accounts, accounting records and annual accounts	17. clauses 81 - 89 18.
19. MISCELLANEOUS	20. winding up, alterations to the constitution, interpretation	21. clauses 90 - 95 22.

GENERAL

Type of organisation

- 1 The organisation will, upon registration, be a Scottish Charitable Incorporated Organisation (SCIO).

Scottish principal office

- 2 The principal office of the organisation will be in Scotland (and must remain in Scotland).

Name

- 3 The name of the organisation is “[The Dornoch Trust](#)”.

Purposes

- 4 The organisation’s purposes are:
 - 4.1 [the advancement of citizenship or community development](#)
 - 4.2 [the provision of recreational facilities, or the organisation of recreational activities](#)

Powers

- 5 The organisation has power to do anything which is calculated to further its purposes or is conducive or incidental to doing so.
- 6 No part of the income or property of the organisation may be paid or transferred (directly or indirectly) to the charity trustees - either in the course of the organisation’s existence or on dissolution - except where this is done in direct furtherance of the organisation’s purposes.

Liability of charity trustees

- 7 The charity trustees of the organisation (in their capacity as members - see clause 11) have no liability to pay any sums to help to meet the debts (or other liabilities) of the organisation if it is wound up; accordingly, if the organisation is unable to meet its debts, the charity trustees will not be held responsible.
- 8 The charity trustees have certain legal duties under the Charities and Trustee Investment (Scotland) Act 2005; and clause 7 does not exclude (or limit) any personal liabilities they might incur if they are in breach of those duties or in breach of other legal obligations or duties that apply to them personally.

General structure

- 9 The structure of the organisation consists of the BOARD - who hold regular meetings, and generally control the activities of the organisation; for example, the board is responsible for monitoring and controlling the financial position of the organisation.
- 10 The board also appoints charity trustees to fill vacancies, and the people serving on the board (in their capacity as members of the organisation - see clauses 11 and 13) have power to make changes to the constitution itself.
- 11 The people serving on the board are referred to in this constitution as CHARITY TRUSTEES - and they are *also* the MEMBERS of the organisation for the purposes of the Charities and Trustee Investment (Scotland) Act 2005.
- 12 Under the provisions of this constitution, no-one can be a member unless they are also a charity trustee of the organisation.
- 13 The Charities and Trustee Investment (Scotland) Act 2005 requires certain decisions to be taken by the charity trustees in their capacity as members of the organisation.

BOARD

Number of charity trustees

- 14 The maximum number of charity trustees is 12.
- 15 The minimum number of charity trustees is 3.

Eligibility

- 16 A person will not be eligible for election or appointment to the board if they are: -
 - 16.1 disqualified from being a charity trustee under the Charities and Trustee Investment (Scotland) Act 2005; or
 - 16.2 an employee of the organisation.

Initial charity trustees

- 17 The individuals who signed the charity trustee declaration forms which accompanied the application for incorporation of the organisation shall be deemed to have been appointed by the members as charity trustees with effect from the date of incorporation of the organisation.

Appointment/retiral

- 18 The board may at any time appoint any person to be a charity trustee - by way of a resolution passed by majority vote at a board meeting.
- 19 At the conclusion of the first AGM, one third (to the nearest round number) of the charity trustees shall retire from office; the question of which of them is to retire shall be determined by some random method.
- 20 At the conclusion of each AGM (other than the first)
 - 20.1 any charity trustees appointed during the period since the preceding AGM (but excluding those re-appointed under clause 22 during that period) shall retire from office;
 - 20.2 out of the remaining charity trustees, one third (to the nearest round number) shall retire from office.
- 21 The charity trustees to retire under paragraph 20.2 shall be those who have been longest in office since they were last appointed or re-appointed; as between persons who were last appointed/re-appointed on the same date, the question of which of them is to retire shall be determined by some random method.
- 22 A charity trustee who retires from office under clause 19 or 20 at the conclusion of an AGM shall be eligible for re-appointment under clause 18 at the next board meeting.
- 23 A charity trustee vacating office at the conclusion of an AGM will be deemed to have been re-elected at the board meeting which next follows unless:
 - 23.1 they advise the board that they do not wish to be re-appointed; or
 - 23.2 a resolution for the re-appointment of that charity trustee was put to the board meeting and was not carried.

Termination of office

- 24 A charity trustee will automatically cease to hold office if: -
 - 24.1 they become disqualified from being a charity trustee under the Charities and Trustee Investment (Scotland) Act 2005;
 - 24.2 they become incapable for medical reasons of carrying out their duties as a charity trustee - but only if that has continued (or is expected to continue) for a period of more than six months;
 - 24.3 they become an employee of the organisation;
 - 24.4 they give the organisation a notice of resignation, signed by them;
 - 24.5 they are absent (without good reason, in the opinion of the board) from more than three consecutive meetings of the board - but only if the board resolves to remove them from office;

- 24.6 they are removed from office by resolution of the board on the grounds that they are considered to have committed a material breach of the code of conduct for charity trustees (as referred to in clause 41);
 - 24.7 they are removed from office by resolution of the board on the grounds that they are considered to have been in serious or persistent breach of their duties under section 66(1) or (2) of the Charities and Trustee Investment (Scotland) Act 2005; or
- 25 A resolution under paragraph 24.6 or 24.7 shall be valid only if: -
- 25.1 the charity trustee who is the subject of the resolution is given reasonable prior written notice of the grounds upon which the resolution for their removal is to be proposed;
 - 25.2 the charity trustee concerned is given the opportunity to address the meeting at which the resolution is proposed, prior to the resolution being put to the vote; and
 - 25.3 at least two thirds (to the nearest round number) of the charity trustees then in office vote in favour of the resolution.

Register of charity trustees

- 26 The board must keep a register of charity trustees, setting out
- 26.1 for each current charity trustee:
 - 26.1.1 their full name and address;
 - 26.1.2 the date on which they were appointed as a charity trustee; and
 - 26.1.3 any office held by them in the organisation;
 - 26.2 for each former charity trustee - for at least 6 years from the date on which they ceased to be a charity trustee:
 - 26.2.1 the name of the charity trustee;
 - 26.2.2 any office held by them in the organisation; and
 - 26.2.3 the date on which they ceased to be a charity trustee.
- 27 The board must ensure that the register of charity trustees is updated within 28 days of any change:
- 27.1 which arises from a resolution of the board; or
 - 27.2 which is notified to the organisation.
- 28 If any person requests a copy of the register of charity trustees, the board must ensure that a copy is supplied to them within 28 days, providing the request is reasonable; if the request is made by a person who is not a charity trustee of the organisation, the board may provide a copy which has the addresses blanked out - if the SCIO is satisfied that including that information is likely to jeopardise the safety or security of any person or premises.

- 29 The members of the organisation are identical to its charity trustees - and therefore the organisation does not require to keep a separate register of members.

Office -bearers

- 30 The charity trustees must elect (from among themselves) a chair, a treasurer and a secretary.
- 31 In addition to the office-bearers required under clause 30, the charity trustees may elect (from among themselves) further office-bearers if they consider that appropriate.
- 32 All of the office-bearers will cease to hold office at the conclusion of each AGM, but may then be re-elected under clause 30 or 31.
- 33 A person elected to any office will automatically cease to hold that office: -
- 33.1 if they cease to be a charity trustee; *or*
 - 33.2 if they give to the organisation a notice of resignation from that office, signed by them.

Powers of board

- 34 Except where this constitution states otherwise, the organisation (and its assets and operations) will be managed by the board; and the board may exercise all the powers of the organisation.
- 35 A meeting of the board at which a quorum is present may exercise all powers exercisable by the board.

Charity trustees - general duties

- 36 Each of the charity trustees has a duty, in exercising functions as a charity trustee, to act in the interests of the organisation; and, in particular, must:-
- 36.1 seek, in good faith, to ensure that the organisation acts in a manner which is in accordance with its purposes;
 - 36.2 act with the care and diligence which it is reasonable to expect of a person who is managing the affairs of another person;
 - 36.3 in circumstances giving rise to the possibility of a conflict of interest between the organisation and any other party: -
 - 36.3.1 put the interests of the organisation before that of the other party;
 - 36.3.2 where any other duty prevents them from doing so, disclose the conflicting interest to the organisation and refrain from participating in any deliberation or decision of the other charity trustees with regard to the matter in question;
 - 36.4 ensure that the organisation complies with any direction, requirement, notice or duty imposed under or by virtue of the Charities and Trustee Investment (Scotland) Act 2005.
- 37 In addition to the duties outlined in clause 36, all of the charity trustees must take such steps as are reasonably practicable for the purpose of ensuring: -
- 37.1 that any breach of any of those duties by a charity trustee is corrected by the charity trustee concerned and not repeated; and
 - 37.2 that any trustee who has been in serious and persistent breach of those duties is removed as a trustee.
- 38 Provided they have declared their interest - and have not voted on the question of whether or not the organisation should enter into the arrangement - a charity trustee will not be debarred from entering into an arrangement with the organisation in which they have a personal interest; and (subject to clause 39 and to the provisions relating to remuneration for services contained in the Charities and Trustee Investment (Scotland) Act 2005) they may retain any personal benefit which arises from that arrangement.
- 39 No charity trustee may serve as an employee (full time or part time) of the organisation; and no charity trustee may be given any remuneration by the organisation for carrying out their duties as a charity trustee.
- 40 The charity trustees may be paid all travelling and other expenses reasonably incurred by them in connection with carrying out their duties; this may include expenses relating to their attendance at meetings.

Code of conduct for charity trustees

- 41 Each of the charity trustees shall comply with the code of conduct (incorporating detailed rules on conflict of interest) prescribed by the board from time to time.

- 42 The code of conduct referred to in clause 41 shall be supplemental to the provisions relating to the conduct of charity trustees contained in this constitution and the duties imposed on charity trustees under the Charities and Trustee Investment (Scotland) Act 2005; and all relevant provisions of this constitution shall be interpreted and applied in accordance with the provisions of the code of conduct in force from time to time

DECISION-MAKING BY THE CHARITY TRUSTEES

Notice of board meetings

- 43 Any charity trustee may call a meeting of the board.
- 44 At least 7 days' notice must be given of each board meeting, unless (in the opinion of the person calling the meeting) there is a degree of urgency which makes that inappropriate.

Procedure at board meetings

- 45 No valid decisions can be taken at a board meeting unless a quorum is present; the quorum for board meetings is **5** charity trustees.
- 46 If at any time the number of charity trustees in office falls below the number stated as the quorum in clause 45, the remaining charity trustee(s) will have power to fill the vacancies or call a members' meeting - but will not be able to take any other valid decisions.
- 47 The chair of the organisation should act as chairperson of each board meeting.
- 48 If the chair of the organisation is not present within 15 minutes after the time at which the meeting was due to start (or is not willing to act as chairperson), the charity trustees present at the meeting must elect (from among themselves) the person who will act as chairperson of that meeting.
- 49 Every charity trustee has one vote, which must be given personally.
- 50 All decisions at board meetings will be made by majority vote.
- 51 If there is an equal number of votes for and against any resolution, the chairperson of the meeting will be entitled to a second (casting) vote.
- 52 The board may, at its discretion, allow any person to attend and speak at a board meeting notwithstanding that they are not a charity trustee - but on the basis that they must not participate in decision-making.
- 53 A charity trustee must not vote at a board meeting (or at a meeting of a sub-committee) on any resolution which relates to a matter in which they have a personal interest or duty which conflicts (or may conflict) with the interests of the organisation; they must withdraw from the meeting while an item of that nature is being dealt with.
- 54 For the purposes of clause 53: -
- 54.1 an interest held by an individual who is "connected" with the charity trustee under section 68(2) of the Charities and Trustee Investment (Scotland) Act

2005 (husband/wife, partner, child, parent, brother/sister etc) shall be deemed to be held by that charity trustee;

- 54.2 a charity trustee will be deemed to have a personal interest in relation to a particular matter if a body in relation to which they are an employee, director, member of the management committee, officer or elected representative has an interest in that matter.

Minutes

- 55 The board must ensure that proper minutes are kept in relation to all board meetings and meetings of sub-committees.
- 56 The minutes to be kept under clause 55 must include the names of those present; and (so far as possible) should be signed by the chairperson of the meeting.
- 57 The board shall (subject to clause 58) make available copies of the minutes referred to in clause 55 to any member of the public requesting them.
- 58 The board may exclude from any copy minutes made available to a member of the public under clause 57 any material which the board considers ought properly to be kept confidential - on the grounds that allowing access to such material could cause significant prejudice to the interests of the organisation or on the basis that the material contains reference to employee or other matters which it would be inappropriate to divulge.

DECISION-MAKING BY THE CHARITY TRUSTEES - IN THEIR CAPACITY AS MEMBERS

- 59 For certain purposes of the Charities and Trustee Investment (Scotland) Act 2005, the charity trustees make decisions in their capacity as *members* of the organisation, rather than as a board; the provisions of clauses 60 to 80 relate to those situations.

Annual general meetings

- 60 The board must convene a meeting of the charity trustees - in their capacity as members of the organisation - in each calendar year; that meeting will be called an annual general meeting or "AGM".
- 61 The gap between one AGM and the next must not be longer than 15 months.
- 62 Notwithstanding clause 60, an AGM does not need to be held during the calendar year in which the organisation is formed; but the first AGM must still be held within 15 months of the date on which the organisation is formed.
- 63 The business of each AGM must include:-
- 63.1 a report by the chair on the activities of the organisation; and
 - 63.2 consideration of the future strategy for the organisation, including a review of key risks and opportunities.
- 64 The board may convene any other meeting of the charity trustees - in their capacity as members of the organisation - at any time.

Notice of members' meetings

- 65 At least 14 clear days' notice must be given of any AGM or any other members' meeting.
- 66 The notice calling a members' meeting must specify in general terms what business is to be dealt with at the meeting; and, in the case of a resolution to alter the constitution, must set out the exact terms of the proposed alteration(s).
- 67 The reference to "clear days" in clause 65 shall be taken to mean that, in calculating the period of notice,
- 67.1 the day after the notices are posted (or sent by e-mail) should be excluded; and
 - 67.2 the day of the meeting itself should also be excluded.
- 68 Notice of every members' meeting must be given to all the charity trustees; but the accidental omission to give notice to one or more charity trustees will not invalidate the proceedings at the meeting.
- 69 Any notice of a members' meeting which requires to be given to a charity trustee - in their capacity as a member of the organisation - under this constitution must be: -
- 69.1 sent by post to the charity trustee, at the address last notified by them to the organisation; *or*

- 69.2 sent by e-mail to the charity trustee, at the e-mail address last notified by them to the organisation.

Procedure at members' meetings

- 70 The provisions of clauses 45, 47 and 48 (quorum and chairperson) shall apply in relation to all meetings of the charity trustees in their capacity as members of the organisation.

Voting at members' meetings

- 71 Every charity trustee shall have one vote in their capacity as a member, which must be given personally.
- 72 All decisions at members' meetings will be made by majority vote - with the exception of the types of resolution listed in clause 73.
- 73 The following resolutions will be valid only if passed by not less than two thirds of those voting on the resolution at a members' meeting (or if passed by way of a written resolution under clause 77):
- 73.1 a resolution amending the constitution;
 - 73.2 a resolution approving the amalgamation of the organisation with another SCIO (or approving the constitution of the new SCIO to be constituted as the successor pursuant to that amalgamation);
 - 73.3 a resolution to the effect that all of the organisation's property, rights and liabilities should be transferred to another SCIO (or agreeing to the transfer from another SCIO of all of its property, rights and liabilities);
 - 73.4 a resolution for the winding up or dissolution of the organisation.
- 74 If there is an equal number of votes for and against any resolution, the chairperson of the meeting will be entitled to a second (casting) vote.
- 75 A resolution put to the vote at a members' meeting will be decided on a show of hands - unless the chairperson (or at least two other members present at the meeting) ask for a secret ballot.
- 76 The chairperson will decide how any secret ballot is to be conducted, and they will declare the result of the ballot at the meeting.

Written resolutions

- 77 A resolution agreed to in writing (or by e-mail) by all the charity trustees, in their capacity as members of the organisation, will be as valid as if it had been passed at a members' meeting; the date of the resolution will be taken to be the date on which the last charity trustee agreed to it.

Minutes

- 78 The board must ensure that proper minutes are kept in relation to all members' meetings.

- 79 Minutes of members' meetings must include the names of those present; and (so far as possible) should be signed by the chairperson of the meeting.
- 80 The board shall make available copies of the minutes referred to in clause 78 to any member of the public requesting them; but on the basis that the board may exclude confidential material to the extent permitted under clause 58.

ADMINISTRATION

Delegation to sub-committees

- 81 The board may delegate any of their powers to sub-committees; a sub-committee must include at least one charity trustee, but other members of a sub-committee need not be charity trustees.
- 82 The board may also delegate to the chair of the organisation (or the holder of any other post) such of their powers as they may consider appropriate.
- 83 When delegating powers under clause 81 or 82, the board must set out appropriate conditions (which must include an obligation to report regularly to the board).
- 84 Any delegation of powers under clause 81 or 82 may be revoked or altered by the board at any time.
- 85 The rules of procedure for each sub-committee, and the provisions relating to membership of each sub-committee, shall be set by the board.

Operation of accounts

- 86 Subject to clause 87, the signatures of two out of three signatories appointed by the board will be required in relation to all operations (other than the lodging of funds) on the bank and building society accounts held by the organisation; at least one out of the two signatures must be the signature of a charity trustee.
- 87 Where the organisation uses electronic facilities for the operation of any bank or building society account, the authorisations required for operations on that account must be consistent with the approach reflected in clause 86.

Accounting records and annual accounts

- 88 The board must ensure that proper accounting records are kept, in accordance with all applicable statutory requirements.
- 89 The board must prepare annual accounts, complying with all relevant statutory requirements; if an audit is required under any statutory provisions (or if the board consider that an audit would be appropriate for some other reason), the board should ensure that an audit of the accounts is carried out by a qualified auditor.

MISCELLANEOUS

Winding-up

- 90 If the organisation is to be wound up or dissolved, the winding-up or dissolution process will be carried out in accordance with the procedures set out under the Charities and Trustee Investment (Scotland) Act 2005.

- 91 Any surplus assets available to the organisation immediately preceding its winding up or dissolution must be used for purposes which are the same as - or which closely resemble - the purposes of the organisation as set out in this constitution.

Alterations to the constitution

- 92 This constitution may (subject to clause 93) be altered by resolution of the charity trustees - in their capacity as members of the organisation - passed at a members' meeting (subject to achieving the two thirds majority referred to in clause 73) or by way of a written resolution of the charity trustees in their capacity as members.
- 93 The Charities and Trustee Investment (Scotland) Act 2005 prohibits taking certain steps (eg change of name, an alteration to the purposes, amalgamation, winding-up) without the consent of the Office of the Scottish Charity Regulator (OSCR).

Interpretation

- 94 References in this constitution to the Charities and Trustee Investment (Scotland) Act 2005 should be taken to include: -
- 94.1 any statutory provision which adds to, modifies or replaces that Act; and
- 94.2 any statutory instrument issued in pursuance of that Act or in pursuance of any statutory provision falling under paragraph 94.1 above.
- 95 In this constitution: -
- 95.1 "charity" means a body which is either a "Scottish charity" within the meaning of section 13 of the Charities and Trustee Investment (Scotland) Act 2005 or a "charity" within the meaning of section 1 of the Charities Act 2011, providing (in either case) that its objects are limited to charitable purposes;
- 95.2 "charitable purpose" means a charitable purpose under section 7 of the Charities and Trustee Investment (Scotland) Act 2005 which is also regarded as a charitable purpose in relation to the application of the Taxes Acts.

DORNOCH COMMUNITY AWARD – PROPOSAL FOR DACC MEETING MARCH 2021

Background

The Dornoch Community Award was inaugurated in 2020 by DACC, based on an idea from Yvonne Ross (outgoing Chair). The first recipient was Michael Banks for his long voluntary service managing the Christmas Tree lights. The award was funded by donation and handed over at a small ceremony (owing to Covid rules) in September 2020. It has previously been agreed that the award become a regular feature to be presented at the DACC AGM in June.

Criteria for Award qualification

There has been no specific agreement reached regarding the precise criteria for the recipient, although long service to the community has been a continued theme. It needs to be decided whether the award is reserved solely for voluntary service, solely for residents in IV25 (or similar).

Proposal 1: To qualify for the Award the recipient must, (a) be normally resident in the DACC area, (b) have been volunteering in the Dornoch area, and (c) for at least 5 years.

Nominations

There has never been an agreement as to how nominations for the award are invited. Options could include:

1. Nominations invited from Individuals (including DACC members)
2. Nominations invited from Community Groups
3. Nominations invited from both Individuals & Community Groups

Proposal 2: Nominations for the Award in 2021 be invited from as many local Community groups as possible (see provisional list below) via an email to be sent out to a known contact. Nominations also be invited from individuals via posts on the DACC website & Facebook pages (Option 3 above).

Draft list of Community groups to be contacted		
Allsorts Afterschool Club	DACIC	DADCA
Dornoch Beach Wheelchairs	Dornoch Brownies	Dornoch Cathedral
Dornoch Episcopal Church	Dornoch Free Church	Dornoch Firth Group
Dornoch Highland Gathering	Dornoch Pipe Band	ESRA
Embo Trust	Historylinks Museum	Royal Dornoch Golf Club
Sutherland County Show	Clashmore Hall	North Highland College

Decision making Process

Depending on the number of nominations, the final vote to decide the winner **may** involve a two-stage process:

1. Award recipient decided by vote by DACC members
2. Shortlist and Award recipient decided by vote by DACC members
3. Shortlist decided by vote by DACC members, Award recipient decided by public vote
4. Shortlist and Award recipient decided by public vote
5. Award recipient decided by public vote (with no shortlist)

A public vote could be difficult and costly to arrange (e.g. a mailshot with response envelopes for all residents will be very costly). Postboxes in local shops could be used, but then fair distribution of voting forms could be logistically challenging and someone would have to coordinate printing of forms, collection and counting. Some form of online voting system could be considered (e.g. SurveyMonkey) but as well as this having a cost attached, stopping people from voting multiple times and/or preventing people from out of the area from voting would be difficult to manage. Also, in isolation, an online vote would be adversely discriminating against people with no Internet access.

Proposal 3: In light of the potential logistical issues and ongoing uncertainty surrounding Covid regulations, the quickest, simplest and least expensive option is for DACC members to decide on the recipient for 2021 by simple vote – either without a shortlist (option 1 above) or with (option 2).

Proposed Timeline for 2021 Award

Working back from an award presentation at our AGM in June, subject to the outcome of Proposal 3, the following timelines **may** need to be met:

After March (or April) meeting	Call for nominations
April Meeting (<i>may not be needed</i>)	<i>Shortlist to be agreed by DACC members</i>
May Meeting	Decision to be made (leaving time for award to be purchased and engraved)
June Meeting (AGM)	Presentation of Award

However, if it is decided to hold a public vote, then consideration needs to be given to the time and resources required for the printing and distribution of voting forms, collation of responses and counting of ballots and/or creation of an online voting system, etc..

Dornoch Whisky Festival

% Royal Dornoch Golf Club,
Golf Road,
Dornoch,
IV25 3LW

Tel. No. 07766 444780

E-mail: lou.rollason@dornochwhiskyfestival.com

Web Site: www.DornochWhiskyFestival.com

Dear Chair,

Due to the current pandemic, The Dornoch Whisky Festival (DWF) did not take place in person last year. However, this year we would like to do so - if it is safe. The DWF would appreciate the Dornoch Area Community Council to support us in the endeavour for this funding, which is a requirement on the application form.

The funding request will be for Visit Scotland in their Scotland's Events Recovery Fund. The overview is "*Community Events, and Events with existing EventScotland funding offers. Awards of between £1,000 - £5,000 are available for eligible event organisers in Scotland, including smaller scale / community focused events which don't normally support the visitor economy, as well as for events which have already agreed funding from another EventScotland managed funding programme. Funds can be used to support the core staging costs and safe delivery of your event, including any additional COVID-19 related hygiene measures.*" I would be using the funding to go towards the Grand Tasting which is an event that hosts around 20 whisky exhibitors and roughly 250 attendees; the event is held on the Saturday of the festival in a marquee hosted on the grounds of the Dornoch Castle Hotel.

The application requires us to set a 'cut-off date' for the event to be decided on if it will go ahead, whereby the funding is either given in the case that the event happens, or potentially held until the following year if required. I have preliminarily set the cut-off date as the 1st of August as the situation with the pandemic can rapidly change. As I mentioned above, the DWF Grand Tasting will only take place if it is safe to do so. I have outlined below what I these to be and will happily answer any further questions on the matter:

- Vaccination rollout on track to (current date of 31st July for all adults to have received first dose).
- No social distancing required (England stated this was 21st June)
- No use of face masks required (As above)

If the above benchmarks are met by the Scottish government as well (or roughly to those dates), then I believe the DWF Grand Tasting can go ahead safely, however I am aware there is a long road ahead and there are many other contributing factors. I would also like to point out that although the festival can be a wonderful addition to the Dornoch calendar, I believe that if there are still areas with a high number of cases in the United Kingdom then postponing for another year would be in the best interests as the safety of the community is my primary concern. By applying for and/or taking the funding, DWF is under no obligation for the event to go ahead.

Looking forward to your response and thoughts.
Kind regards,

L Rollason

Lou Rollason
Event Manager – Dornoch Whisky Festival



DACC Finance Update – March 2021

There have only been two transactions through our current account since the last meeting. Income of £677.91 from the Highland Council annual grant and expenditure of £416.06 on 16 Christmas trees (the original invoice went AWOL).

The current balance in the account is **£9,174.26**, of which £5,130.98 is reserved for Phase 1 of the community projects, leaving **£4,043.28** unreserved funds (as compared to £4,061.02 at the start of the financial year).

Estimates of balances available in the Common Good and Beinn Tharsuinn funds are included in the separate monthly Accounts update.

Phil Tomalin (Ward Manager) has confirmed that our application for funding for £4,084.49 for Phase 2 of the community projects was approved on Monday 8th March. As agreed, this money will be available in the new Financial Year after 1st April, however it will allow us to proceed with the previously agreed plans for six additional projects.

The DACC financial year end is on March 31st and I hope to have draft annual accounts available for members at our April meeting.

Dornoch Area Community Council
Financial Report
1 April 2020 - 10 March 2021

Dornoch Community Funds	Common Good Fund (Notes 1&2)	Beinn Tharsuinn (Note 3)	DACC Account (Note 4)	Total funds
	£	£	£	£
Opening Balance (01/04/2020)	£314,995.00	£292.36	£4,061.02	£319,348.38
Add: Income	£45,600.00	2307.15	£26,942.56	£74,849.71
Less: Outgoings		-£350.00	-£21,829.32	-£62,820.77
Beach Wheelchairs	-£5,693.00			
DACC	-£6,503.45			
Beach Wheelchairs	-£2,580.00			
Historylinks	-£6,365.00			
Staff Costs (est)	-£2,500.00			
Repairs & Maintenance (est)	-£17,000.00			
Closing Balance (10/03/2021)	£319,953.55	£2,249.51	£9,174.26	£331,377.32

Note 1: Managed by Highland Council on behalf of the Residents of the Royal Burgh of Dornoch.

Note 2: Figures are as per Q3 income & expenditure update information from Highland Council

Note 3: Held by Beinn Tharsuinn Trust on behalf of all IV25 residents subject to complying with the terms of the Trust.

Note 4:

Opening Balance (1/4/20) at HSBC and BoS (included above)	
CC's own funds	£4,061.02
Funds held on behalf of others	£360.00
Total	£4,421.02
Closing Balance at HSBC and BoS (included above)	
CC - unreserved funds	£4,043.28
CC - reserved Funds	£5,130.98
Funds held on behalf of others	£0.00
Total	£9,174.26

Note 5: DACC Dornoch Common Good Fund 3-Year Cash Flow forecast can be seen

[HERE](#)

Dornoch Area Community Council
1 April 2020 - 10 March 2021
Cash at Bank

		Unrestricted Cash £	Municipal Projects £	Food Bank Cash £	General Covid19 Cash £	BRIG Cash £	Defibrillator Cash £	Total Cash at bank £
Opening Balance		£4,061.02	£0.00	£0.00	£0.00	£360.00	£400.00	£4,821.02
Add:	Income							
	Covid19 Facebook appeal				£7,991.72			£7,991.72
	RDGC				£5,000.00			£5,000.00
	DADCA				£500.00			£500.00
	Personal donations				£425.00			£425.00
	Scottish & Southern Covid19 donations				£1,550.00			£1,550.00
	Kyle of Sutherland Covid19 donations				£1,360.00			£1,360.00
	Misc Covid Grants			£2,684.88				£2,684.88
	Beach Toilets		£91.28					£91.28
	Beach Toilets		£71.29					£71.29
	Beach Toilets		£51.45					£51.45
	Common Good Fund grant (Municipal Projects)		£6,503.45					£6,503.45
	Beach Toilets		£20.98					£20.98
	Beach Toilets		£14.60					£14.60
	Highland Council - Annual Revenue Grant	£677.91						£677.91
Less:	Outgoings							
	Food Bank purchases			-£2,684.88				-£2,684.88
	General Covid-19 purchases				-£5,768.93			-£5,768.93
	Plexus Media	-£29.95						-£29.95
	Mckay&Co	-£162.00						-£162.00
	Northern Times ad	-£46.00						-£46.00
	Beach Toilets		-£76.17					-£76.17
	Secretarial	-£540.00						-£540.00
	Transfer to Beach Wheelchairs (BRIG)					-£360.00		-£360.00
	HIS (Toilets)		-£53.80					-£53.80
	HIS (Toilets)		-£116.04					-£116.04
	Keep Scotland Beautiful - Beach Award		-£360.00					-£360.00
	Beach Toilets - Cleaning Contract		-£600.00					-£600.00
	Northern Times ad	-£34.70						-£34.70
	Secretarial	-£240.00						-£240.00
	Calico (Web hosting)	-£24.00						-£24.00
	W & A Geddes (Christmas Trees)		-£416.06					-£416.06
	Transfer to Dornoch Firth Group				-£11,076.79			-£11,076.79
	Transfer from unrestricted funds	-£19.00			£19.00			£0.00
	Transfer to unrestricted funds (Donation by Gareth Dixon)	£400.00					-£400.00	£0.00
Closing Balance		£4,043.28	£5,130.98	£0.00	£0.00	£0.00	£0.00	£9,174.26

HSBC £9,173.26
BoS £1.00
Cash at Bank £9,174.26

DACC Projects Update – March 2021

Phase 1

As previously reported, four of the nine original projects have now been completed.

Another three are either work in progress or underway:

- **Repainting of Welcome to Dornoch signs** – work should be completed next week.
- **Barbecue tables at the Beach car park** – joint project agreed with Dornoch Beach Wheelchairs, sketch plans recently received and work scheduled to start within 2 weeks.
- **Blue Flag Beach Award** – Award certificate 2021 paid for; new sign location agreed replacing existing Town map; design for new information board with maps underway in liaison with Jamie Ormiston (Keep Scotland Beautiful).

Two projects remain to be started:

- **Refurbishment of the Beach toilets** - has been waiting for the Phase 2 funding approval before submitting a work method statement and insurance details to THC. Funding now in hand, working with contractors (J&S Gunn) to satisfy paperwork requirements.
- **New entrance for the Beach Overflow Car Park** - contract has been awarded (J&S Gunn) and we are waiting for work to commence.

Phase 2

Funding has now been secured for the next 6 projects and plans will be put in place for work to start on these ASAP into the new financial year.

- **Repaint the Cemetery gates** (Cathedral and Free Church)
- Install a **Picnic bench at the Airfield** car park
- Fix the problem with the **sewer at the Beach toilets** (to be done along with masonry work)
- Finish the **screening of the Agricultural Show shed** at the Airfield
- Reprint the **Beach Treasure Walk brochure**
- **Parking ropes for the Cemetery layby** (£250 *provisional estimate*)

A full list of DACC projects (including those already completed) can be found [HERE](#).

Dornoch & District Community Council (DACC) Meeting 17th.March 2021
Updates on matters outstanding from previous meetings as at 8/3/2021

Action points in blue bold.

Progress since last update in green italics

1. Covid19

DACC's role in this has for the moment mercifully come to an end at least for the moment. *As per last month's report from The Dornoch Firth Group's Charles Minall.*

2. Dornoch Skip

PM and JMc will meet HC's Alan McKinnie (AM) on Friday 19 March.

Next steps (agreed at last meeting)

- **HC representative to visit abattoir site to see if appropriate for a recycling location.**

No progress as far as we know.

3. Bishopfield Housing Development

Legal formalities for transfer for the 10 plots to Dornoch & District Community Association still progressing. Draft Heads of Terms received from Highland Council.

4. Planning Seminar for comprehensive plan for Beach and Town

We are breaking this into 3 parts:

i) Visitor Management Plan

This in turn is broken down into:

- a. Beach as per meeting held at beach - link.
- b. Town. Highlands and Island Enterprise are working with us to facilitate this part of the plan and are using a company called SDS Scotland (<https://www.sksscotland.co.uk/>) to help with this.

SKS Scotland have completed the initial planning document outlining the options. Link.

ii) Coordination of projects seeking grant financing within the town.

It has been suggested that DACC should hold one or more zoom conference calls with all bodies managing buildings that serve or may serve the wider community of Dornoch i.e. DADCA, DACIC, Cathedral, Free Church, Clashmore Hall, Embo Trust, North Highland College, with the aim of identifying overlaps/interests/refurbishment plans.

First meeting held on Monday 1st.March. The following was agreed.

1. Specific concerns for individual buildings:

- a. Embo Trust: how continue to support shop*
- b. NHC: how integrate more with Dornoch Community and how use new extension to that effect.*
- c. Carnegie Hall: how fund lost income from weddings etc.*
- d. West Church Hall:*
 - i. How cope with multiple users post lockdown if social distancing and strict cleaning rules apply.*

- ii. *currently made available to both Foodbank and vaccine roll out but neither produces any income/grants to cover the building costs*
- e. *DACIC: how to exploit potential synergies for events such as Festival Week.*
- f. *Free Church: can we pool knowledge of funding opportunities?*

2. *There was broad interest in pooling knowledge of funding opportunities:*
 - a. *Short-term: for funds to compensate for lost income due to Covid.*
 - b. *Post-covid: for general funding needs.*
 - c. *Interest in sharing fund applications after the event to save reinventing the wheel.*
 - d. *Possible interest in coordinating and sharing information about applications before the event but this was not agreed at this meeting.*
 - e. *Jim McGillivray should be invited to next meeting because of his knowledge of funding available.*
3. *Everyone was enthusiastic about pooling resources to celebrate 800 years of Dornoch Cathedral in 2024*
4. *PM will call another meeting when post-lockdown rules are announced or become likely.*

iii) Update the Dornoch Economic Masterplan.

Both the above would feed into an update of the Dornoch Economic Masterplan.

5. **Old Sutherland Show Shed**

Now that the Show has a new warehouse, does it need the old shed and can it remove the ugly containers? DM has spoken to Alan Munro who will hopefully vacate the building by 31 March 2021.

Who actually owns the old shed and is there a lease for it?

Highland Council's Chris Holmes has no copy of any lease so on the face of it the Show has no right to continue to occupy the building. Discussions continue with Alan Munro who has agreed to vacate the building when the next Show is set up...but this is now not till July 2022.

6. **Litter**

- Organise volunteers throughout the town for a clean-up: This must wait till after Covid19.
- More no litter Signs etc.: **incorporate in the above Dornoch Economic Masterplan.** *Included in the above-mentioned planning document.*

7. **Dornoch Square Toilet refurbishment**

Only 1 quote received so far: for £39-44,000 and this quote was not exactly against the correct specification. Sub-committee approved this, subject to a review of other quotes, and subject to amendments to this quote to bring it into line with the specification. A structural survey has been conducted with no problem and we are now just awaiting further quotes before accepting one of them.