

THE FINDHORN VILLAGE CONSERVATION COMPANY
DIRECTORS MEETING ON MONDAY 08 JANUARY 2018
 EDITED MINUTES

PRESENT

Frank Allan (FA), Jo Harris (JH), Nicole Edmonds (NE) Neil Robertson (NR) Sam Russell (SR) Mo Hyde (MH) Marjory Barber (MB), Christine Hunt (CH), Sarah Theman (ST), Peter Hall (PH), Cathy Low (CL) (minute secretary)

APOLOGIES: Donald Watson (DW)

		Action By
1	DECLARATION OF INTEREST – NONE	
2	MINUTES OF LAST MEETING – November minutes approved – Proposed: JH Seconded: CH . December minutes approved – Proposed: SR Seconded:	
3	MATTERS ARISING NOT ON AGENDA - none	
4	Correspondence	
4.1	Calren Ltd – will be discussed under 6.1	
4.2	Community Land Scotland membership renewal invoice – NR to pay by end of January 2018	NR
4.3	HIE Strategic Planning 17 January JH attending in Elgin	JH
4.7	SLS/Big Lottery questionnaire on loans received – CH to reply	CH
5	Finance	
	Treasurer's Report	
	TFVCC annual accounts are available on TFVCC website	
5.2	Donations/loans for Armstrong Garages – no new donations/loans	
6	Company Business	
6.1	Issue relating to boundary issue with Calren was discussed	
6.2	Companies House notification of change of Secretary. FA requested that Gmail calendar be set up to record important dates such as licenses, returns etc.	JH
6.2	Armstrong Garages Grant received to cover legal fees of garage purchase has covered total outlay. Total legal fees £5,163.60. Grant of £6,000 for legal fees. Copy of paid invoice to be sent to Big Lottery once paid. CH, JH and PH to meet with L&C on 10 January 2pm – 3pm to go over garage lease agreements. FA to confirm with L&C. Letting policy to go onto website - NR FA to contact Highland Council Insurance to add Garages to existing insurance. By end of March 2018 TFVCC will need to go direct to insurance company. FA to check if we can use legal fee funding for write up of lease agreements. Armstrong Garages completion date 09 January 2018, CH shared draft garage application form. Letting policy to be put on web site once garage purchase complete. NR First time electric connection grant up to 95% may be available – FA/JH to investigate The T-Exchange, a local branch of a national group, who use creative thinking, practical skills and new or old technology to make innovative objects and devices, who meet at the FVC have enquired about leasing the	CH, PH, JH, FA NR FA FA NR JH

	<p>large unit for storage. – CH advised them to write into TFVCC</p> <p>The ground around the garages is in a poor state – rubble and churned up. Old boat, caravan, portable toilet on site. DW may know who owns the old boat. JH to write to boat, caravan and portable toilet owners to ask them to remove, giving them two weeks notice from purchase date. Letter to be sent to adjacent property owner to ask him to reinstate the site following use of site for building works.</p> <p>Then two weeks to clear site.</p> <p>Action – email to all members, CH to draft and share with FA/JH for sending out to all members, MH, advising of purchase of garages and requesting help to clear up the site two weeks from 09 January. Re. Policy and application form to go out to members when purchase finalised announcement sent out. With lease starting one month from date of purchase.</p> <p>It was noted that long term tenant has stone stored on site.</p> <p>NR to chase up pledged donations/loans for garages.</p> <p>Debentures have not gone out. CH and CL to draft letter and comparison information and send to FA for review.</p> <p>JH to notify Moray Council on purchase of Armstrong Garages and apply for council tax exemption. Also, double check that there are no planning permission/change of use requirements.</p>	<p>JH</p> <p>CH/JH/ NR/MH</p> <p>NR</p> <p>CH/CL</p> <p>JH</p>
6.3	<p>Development Officer Job description completed. Job advert to be placed 9 January 2018 as discussed at December 2017 meeting. Job advert and job description to be sent to HIE.prior to job advert. Fiona from HIE to be invited to be member of interview panel. PH to put advert and job description on Facebook – see website for further information. All adverts to link directly to TFVCC website for full job details. Applicants to send in covering letter detailing relevant experience and CV. Closing date 31 January 2018. With a projected start date prior to 31 March. If member of TFVCC applies and is successful would they lose their voting rights? Sub group to be formed for interviewing board – JH</p>	<p>JH</p> <p>JH/PH</p> <p>FA</p> <p>JH</p>
6.5	<p>Paddock FA met to with paddock owner to discuss path progress. Issue with the paddock raised. Action – none until end of February when paddock owner returns.</p>	
6.6	<p>Newsletter will go out once garage purchase complete – to be put on February Agenda.</p>	JH
6.7	<p>Risk Assessment – meeting at FVC on 11 January 2018, 2pm. Once risk assessor secured can apply for funding to be released from HIE.</p>	
6.8	<p>Car Parks/Notice boards/Meters – Inner park email with specifications – meters/delivery /tickets. Will require a local installer – cost not included. Meter is cash only, however can also link to App for mobile payments. Display Boards to be drafted explaining who, what, why and that payment is voluntary. CH to draft wording. Installation of meter and boards by May 2018. Moray Council to be advised. Sales rep at Innerpark is very helpful and will be able to advise on App. CH to go back and ask.</p>	<p>CH</p> <p>JH</p> <p>CH</p>

6.9	Boat Shed/FCRC/Moray Gig – no further action from TFVCC, they now need to sort out and come back to TFVCC.	
7	Membership Report – one new application for membership. One associate member wanting to change to full member, once on electoral role she will notify TFVCC. Local resident membership application was approved	
8	Sub Groups	
8.1	Crown Estates – CH wrote to advise TFVCC agree to accept transfer/purchase of ownership	
8.2	David Urquhart Path FA applied to Auchernack Trust but was unsuccessful FA working on application for LEADER program Still awaiting final costs of project NE chasing. CH suggested other funding bodies – Environmental bodies (landfill) FA will speak to distilleries re potential support for David Urquhart Path.	FA
9	Fundraising	
9.1	Pub Quiz Friday 16 February 2018, Crown and Anchor. £5 per team. Posters have gone out. Raffle prizes required. Crown will donate two prizes. Three teams already signed up, would like 15 teams Crown and Anchor doing the questions. Crown and Anchor providing stovies. PH to put on Facebook. All to speak to other clubs/organisations. Suggestion to have a run/walk from Burghead to Findhorn on mid summer eve with a BBQ at the end, was well received. Could split money raised between TFVCC and a local charity.	ALL
9.2	Edited minutes to be put on web site by next meeting.	CL
9.3	Lottery registration complete.	
10	AOCB	
10.1	JH advised Moray Development Plan has been circulated. Meeting 23 January in Elgin or 8 March in Forres.	
11	Date of Next Meeting – Monday 5 February 2018, 7pm	
	Minutes Proposed by	
	Minutes Seconded by	
	Chairman	