

Minute of the Board Meeting of Culbokie Community Trust on

Monday 26 August 2019

Present: Richard Fyfe, Penny Edwards, Mark Douglas, Angie Morris, Bruce Morrison, Alison Petch, Jillian Munro, Marilyn Richards

Apologies: Niall MacDonald

Item	Discussion	Action
Minutes of last meetings	22-07-19 Approved as a correct record Proposed by Bruce and seconded by Angie	
Matters Arising	None that are not on the agenda	
Glascairn Community Project	<p>a. Site update (i)The Board agreed, in principle, to the use of the community site for THL site compound during the build, subject to the terms of the lease and the specifications for the base. (ii)THL have asked to erect their signs at the corner of the site. Penny proposed some revised wording, which was agreed. (iii)FCC have received a request from THC for community suggestions to the name of the road around the site. The board agreed that 'Badrallach' (actually turned out to be Baluachrach) meaning Upper Town would be suitable and Richard will make the return to FCC on behalf of the Board.</p> <p>b. Architect Bids 5 returns had been received. Penny declared a potential conflict of interest with one of the architects and will abstain at the final vote. A working group meeting to discuss the proposals will be held on Wed 28 Aug at 7.30pm. Thereafter proposals will be put the Board.</p> <p>c. Landscape Contract Has been awarded to Horner and MacLennan. The inception meeting was held on 15 Aug. Once more detailed plans are available there will be a 'drop-in' Community Consultation event.</p> <p>d. Solicitor The estimate for the legal work with Cairn re housing is £6K. funding is being sought from Cairn but the Board agreed to meet this cost if needed.</p>	<p>Penny</p> <p>Penny</p> <p>Richard</p> <p>w/g</p> <p>Landsc ape group</p>
SUSTRANS project	<p>Martin provided an update. Since receiving the grant offer from Sustrans, a number of potential contractors, currently standing at six, are interested in tendering and have relevant expertise. The proposal is to tender for the first 2 stages of the work. The tender paper is being prepared. A date for the meeting with Sustrans is still to be agreed, but they are happy that a consultant is appointed.</p>	

	There are a number of other funding sources – Little Magic Grant, Cycling UK – which are being explored to fund events and activities to promote active travel.	Martin
Core Path Consultation	The consultation for the revision of the Moray Firth Core Path has been extended to the end of August. Alison made proposals to make a submission on behalf of CCT including links from the proposed community site to Glascairn Wood. The Board agreed to the proposals.	Alison
CCT Environmental Policy	The initial paragraph has been revised. Bruce agreed to the main points but expressed some concern over the wording in the initial paragraph. The Board agreed to adopt the policy – proposed by Alison and seconded by Penny. The final version will be uploaded to the website.	Marilyn
Fundraising	<p>The next event is with John Lister Kaye on Sat 5th October. The posters have been prepared and the event advertised on social media. Tickets are on sale on-line and at the local shop. There will be a raffle at the interval, and refreshments will be available.</p> <p>The following event is the quiz on Sat 9th November.</p> <p>A desk calendar for 2020 is being created using images from the Black Isle Photographic competition. Sponsorship for each month will be investigated. It is hoped to have them ready for sale in October. The Board agreed to fund the initial cost.</p> <p>Now that developments at the Glascairn site are progressing the Fundraising group plan to hold an ‘ideas’ meeting early in 2020.</p>	<p>Angie/ Alison/ Lesley</p> <p>w/g</p> <p>All</p>
Culbokie Community Market	The August market went well although there were fewer stalls due to holidays.	
Woods Group	Nothing new to report as there is no leader for the group at present	
History Group	Nothing new to report	
Other Groups	Village clean and tidy projects – an additional dog poo bin has been installed in the Dun car park. This makes a total of 5, and all managed by volunteers.	
Finance Admin	<p>a. Jillian reported that the balance stands at £28,072.32 and £50,006.30 in savings at 26/08/19</p> <p>b. Unauthorised spending – none</p> <p>c. Spar donations £23.50 at 10/08/19</p>	
Admin	<p>a. AGM 2019 speaker – Mon 1st November and Iain Stewart, Chief Executive and Professor Hugo Van Woerden, Director of Public Health and Health Policy at NHS Highland confirmed as speakers. Paperwork should be with members by 21st October. A suitable poster will be prepared for distribution.</p> <p>b. AGM quorum – the Board agreed to bring a Special Resolution to amend the number for the AGM quorum to 20 or 10% of the membership, whichever is the lesser. A second Special Resolution about the arrangements for the retirement of directors at each AGM was also discussed, as current</p>	Richard /Marilyn

	<p>arrangements would mean a significant loss of expertise and experience. To be further investigated and a suitable wording to be proposed at the next meeting.</p> <p>Any changes may need to be agreed with SLF and CRTB.</p>	Penny/ Richard /Marilyn
Membership and Recruitment	<p>a. Membership report – During June and July 17 new full members, 1 junior and 1 associate member were added. This together with other changes means that there are now 234 full members, 14 junior members of CCT plus 52 associates, and 5 associate organisations.</p> <p>Total membership now 305</p> <p>b. Membership recruitment – all main areas of the village have now been covered</p>	
AOB	<p>a. Permission to move the picnic table and noticeboard from the Glascairn community site to the grass area beside the shop car park for the duration of building works at the site has been granted by Jim Holden, Area Housing Manager (North), THC. Permission is in place until August 2021.</p> <p>Arrangements to move the items will be made once the start date is known. The shop will also be contacted.</p> <p>b. Penny proposed using ‘tweets’ to keep folk up-to-date with developments at the site e.g. the appointment of Landscape Architects. The Board agreed that this was a good idea.</p>	Marilyn Penny
Date of next Meeting(s)	<p>Mon 30 Sept – Angie’s Apologies: Alison</p> <p>Mon 28 Oct – venue tbd Apologies: Richard</p>	