

## MINUTES

Board Meeting – Balloan House – Tue 10<sup>th</sup> February 2015 - 7.30

Present:	W Sutherland (chair), AP Murray, D Gibson, J Barnes, L Conner, R Jack, J Melville, J Sutherland, T Robinson.	<u>Action</u>
Apologies:	J Bishop C Mackay. V Mackenzie.	
Absent:	M McAuley, A Kruger,	
Minutes of meeting 9 <sup>th</sup> Dec 2014	Accepted as read. Proposed: A P Murray. Seconded: J Melville.	
Matters Arising	<p><u>Fibre Fest Kitchen.</u> DADCA is covering kitchen duties on Fibre Fest Sunday. Volunteers required for 10-1.00 and 1.00 – 4.00 slots. Volunteer names: Rachel Jack, Lesley Conner, William and Judi Sutherland, and Jimmy Melville. Shifts to be allocated.</p> <p><u>Membership.</u> James and Rachel Cameron approved as new members. Keep recruiting pressure on!</p> <p><u>Other Events.</u></p> <ul style="list-style-type: none"> <li>• Birichin Sale. Its date is as yet unconfirmed.</li> <li>• Car Boot Sale Leaders. Volunteers are: March – Judi Sutherland; April – Jerry Bishop; May – Lesley Conner; June – Dave Gibson; July – tbc; August - Mark Fraser; September - Rachel Jack; October - Jill Barnes.</li> <li>• Community Market. One extra date to add to list: 9th Sep.</li> <li>• Landmark Press. This specialist printing company offers good service for printing and dist at reasonable price.</li> <li>• Advert in ICA Publication. Judi Sutherland will do this.</li> </ul> <p><u>January Hirings.</u> These brought in £848.87.</p> <p><u>Local Websites.</u> Noted that there are now two of these: <a href="http://www.visitdornoch.com">www.visitdornoch.com</a> aimed at visitors and <a href="http://www.dornoch.org.uk">www.dornoch.org.uk</a> for local information.</p> <p><u>Fibre Fest Charges.</u> Stressed that Fibre Fest will NOT be charged for hall hire, since DADCA's new build fund is a beneficiary. John Barnes kindly monitoring Fibre Fest income on website. There is a need to clarify what FF money goes where.</p> <p><u>Winter Discos.</u> Carol Mackay having given apologies for today, this item is carried over.</p> <p><u>Cinemas Public Viewing Single Licence.</u> Judi Sutherland will talk to Amy Allen about this.</p> <p><u>Events Poster.</u> DADCA events carry over.</p> <p><u>"A Year in Dornoch" Poster.</u> No further word from the Community Council.</p> <p><u>Food Hygiene Course.</u> DADCA had booked four places, at a cost of £300. Two delegates had had to withdraw belatedly, so thanks to S Messem who has allowed their £150 fees to be carried over to a future course.</p> <p>Village Hall Network Event. This funding event, postponed from January owing to bad weather, has been rescheduled for 11<sup>th</sup> March Places are free – bids for places to Judi Sutherland.</p> <p><u>Exigency Plan for Outages.</u> It was resolved to encourage Community Council to invite HC Ward Manager Gary Cameron, and ESRA representative(s) to their next CC meeting. It was agreed that HC practice should be adopted where appropriate, but noted that only independent local action had been effective following January storms and outages. Jerry Bishop will cost a generator.</p>	<p>JMS MC</p> <p>ALL</p> <p>JMS</p> <p>APM/ JBarnes CM JMS</p> <p>JB</p> <p>JMS</p> <p>ALL</p> <p>JB</p>
Membership and Directors	<p><u>Director Inductions.</u> After this meeting, Judi will induct three Directors – Lesley Conner, Dave Gibson and Rachel Jack. <i>[PMN – induction carried out.]</i></p> <p><u>Annual Directors' Declaration Forms.</u> Directors are to return their signed copies of Annual Directors Declaration Forms to Paddy Murray ASAP.</p>	<p>JMS</p> <p>ALL</p>
Bookings and events	<p><u>General Election.</u> No notification yet received as to whether the Social Club will be required as a polling station on 7th May.</p> <p><u>New Invoicing System.</u> This has proved problematical, but is now nearly working, thanks to great efforts by Judi and Paddy.</p> <p><u>Ceilidh Night Dancing.</u> Cinema changes to Thursdays in summer, to avoid Saturday clash with Dornoch Pipe Band performances. This switch disrupts the ceilidh dancing – a review is needed. Request that Ernie Millard issue questionnaire to cinema members, asking how many of them attend the pipe</p>	<p>JMS, APM</p> <p>EM/ JM</p>

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<p>Finance</p>	<p>band parade.</p> <p><u>Governance Review.</u> Chair stressed importance of “chipping away” at the documentation review task – this ensures that our documentation is still fit for purpose, and so demonstrates DADCA good practice. The second half of the Governance Policy was reviewed, and approved without amendment. DADCA live and historic documentation is kept in a fireproof box at registered office.</p> <p><u>Accounts.</u> Treasurer Paddy Murray introduced the updated accounts, which show healthy surpluses and balances. Refer to Paddy’s report.</p> <p>The estimate for legal work to amend the status of the Meadows Park Trust, and to permit it to sell or dispoene land (including to DADCA) is £25,000. Where is this to come from? Treasurer Paddy Murray made clear that almost all that amount is already available from within DADCA funds. It is helpful that interest from interest-bearing account is all being channelled into the main DADCA account. It was also suggested that DADCA sub-funds might be asked for donations – or at least loans – to make good any shortfall. Also, the John Gordon legacy funds could be used for Social Club maintenance.</p> <p><u>Weekly Advertisements.</u> DADCA’s regular weekly adverts in the Northern Times cost £1800 p.a., and we wish to reduce this as such adverts are not necessary every week, and the cinema have withdrawn from using it. Jerry Bishop is actioned to discuss other options with editor Alison Cameron. No outcome as yet.</p> <p><u>Charity Walk.</u> Carol Mackay’s intention to undertake a 65-mile sponsored walk on the Speyside Way in May, in aid of DADCA, was noted with enthusiasm and thanks for this great effort.</p> <p>Bank of Scotland - £500 match funding for fireworks received. Judi Sutherland will write a letter of thanks, copy to Dyane Hercher.</p>	<p>CM/JB</p> <p>JMS</p>
<p>New Build &amp; Glebe Field</p>	<p><u>New Build Update.</u> William Sutherland briefed on his recent discussions with Jerry Bishop and William Mackay, as follows.</p> <ol style="list-style-type: none"> <li>1. <u>Forms.</u> There are two Big Lottery Fund (BLF) forms to be filled in:             <ul style="list-style-type: none"> <li>• Development Funding monitoring form – action largely with Raymond Angus to complete and return to Big Lottery Fund.</li> <li>• A checklist for Stage 2 (Capital funding application.) Checklist was circulated round the meeting. Dave Gibson volunteered his help with this.</li> </ul> </li> <li>2. <u>Planning Permission.</u> Latest version of the drawings, showing a revised passing place layout, are now with HC Roads Department. When happy, they will pass to HC Planning. We hope that planning permission will then follow soon.</li> <li>3. <u>Target Dates.</u> The target dates for completion of Stage 1 and for sending the first version of the Stage 2 application are the same – 31st March. The former will depend on planning permission being received, and the latter is tight! It will be acceptable for the Stage 2 application to use wholesale chunks of our stage 1 application though, augmented by HISEZ advice and our proposals for further public consultations (see next paragraph.)</li> <li>4. <u>Trustees’ Deliberations – via discussion with Willie Mackay.</u> <ul style="list-style-type: none"> <li>• Trustees have been advised by advocate Morag Ross that an application to the Court of Session, to change their format and give the right to dispoene, might succeed;</li> <li>• Success may well depend on how well the trustees are able to articulate ALL the benefits of the proposals, i.e. not just the community centre’s benefits but also the optimum use of that bit of fairly useless land, the bringing back into use of a potentially-more-useful triangle;</li> <li>• Although DADCA has twice consulted the community on wider issues surrounding the new community centre, it will now be important to consult the community on the specific proposals for Dornoch Meadows Park Trust format change and dispoenment. DADCA likely to have to do the donkey work, and pay, but the lead organisation will nonetheless be the trustees.</li> <li>• NOTE. Even if the trustees DO decide to go to the Court of Session,</li> </ul> </li> </ol>	

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	<p>DADCA still has to make the decision as to whether we would fund court action or not.</p> <ul style="list-style-type: none"> <li>• Dornoch football clubs have stated their stipulations, as follows: <ul style="list-style-type: none"> <li>○ No disruption to footballing activities during the community centre build phase;</li> <li>○ Indemnity for the football club against any damage caused - by a football for example - to the building, parked cars or other property on the community centre ground;</li> <li>○ five metres between pitch edge and community centre building;</li> <li>○ access for the football club through the new entrance, and preserved right of access through the existing entrance.</li> </ul> </li> <li>• The Highland Gathering's stipulations are: <ul style="list-style-type: none"> <li>○ Seek to work with our architect on a final solution to the issue of providing a viewing stand;</li> <li>○ The total area which may be disposed to DADCA will be slightly reduced to reflect the fact that ownership of the current entrance (by Mo's) remains with the trustees, and access there will be preserved for those who want it.</li> <li>○ The area of land just to the south of the CC footprint (for erection of a marquee abutting the main hall) should remain in trustee ownership, but with a right conferred in due course on DADCA, through a Deed of Servitude, to erect such a marquee on conditions to be negotiated.</li> </ul> </li> <li>• Important Note. BLF have just advised that in order to meet their ownership criterion, the trustees WILL have to pass ownership of that bit of land to DADCA: a partnership arrangement would not suffice.</li> </ul> <p><u>Glebe Field.</u> On 24 January there was a meeting of those interested in plots planned for the Glebe Field. The meeting was advertised by Rachel Jack, and attended by her and by Judi Sutherland who gave a power point show illustrating the options. Total attendance was a healthy fourteen delegates. Rachel invited firm applications for plots and there is now a list of 9 confirmed. She will source a quote from G Gunn for stripping the the soil and also for Deer fencing with gate from S Mackay.  Juid will talk to RDGC about piping in a water supply.</p>	<p>RJ JMS</p>
AOCB	<p>Judi Sutherland has ordered, from ERG, wired safety glass for the main hall door. She also bought a chair trolley, and has ordered wine glass boxes. There has been a recent electrical problem: the corridor lights were repeatedly tripping. Judi has called in electrician Jimmy Anderson, and he has fixed the problem. Judi has invested much time and effort in restoring the upstairs meeting room and store to tidiness. Please ensure that they now remain so!</p>	
Date of next meeting	<p><b>March 10<sup>th</sup> at 7.30 in <u>Social Club</u></b></p>	