



# DORNOCH & DISTRICT COMMUNITY ASSOCIATION

## MINUTES 9<sup>th</sup> December 2019

**Minutes of meeting of Dornoch & District Community Association (DADCA)  
held on Monday, 9<sup>th</sup> December 2019, at the Courthouse Café, Castle Street, Dornoch at 7.30pm**

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**PRESENT**

Carol Mackay (Co-chair), Vicki Mackenzie (Co-chair), Gareth Dixon (Treasurer), Jim McGilvery, Shona MacDougall, Jaen Rowland, Peter Rowland, Kim Tewnion, Lou Rollason,

**APOLOGIES**

Donald Goskirk, Jerry Horack, Patrick Murray, Jimmy Melville

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<b>1.</b>	<b>WELCOME &amp; APOLOGIES</b>	
	Apologies received from Donald Goskirk, Jerry Horack, Patrick Murray & Jimmy Melville.	
<b>2.</b>	<b>MATTERS ARISING</b>	
<b>2.1</b>	<b>Risk Assessments &amp; Licences</b>	
	SM would like to clarify that in the last minutes (November 2019) where it states: <i>“Risk assessment to be tightened up. DADCA assume too much responsibility and there needs to be more responsibility given to the groups rather than DADCA...”</i> That this should state that it is both licencing and risk assessments and that there needs to be more responsibility within the individual groups for their own risk assessments and licencing as opposed to it just being DADCA’s responsibility.	SM
<b>2.2</b>	<b>Community Gardens/Glebe Field</b>	
	Nothing to discuss this month	
<b>2.3</b>	<b>Social Club Land</b>	
	Progress has gone rapidly. CM has stated that the small triangle of land has been agreed upon to be sold in principle. DADCA would wish that will the potential sale of the land that there is an agreement that the land remains under its intended purpose which is as of a driveway/garage and not that something else goes there. CM to proceed after the Board agree with the principle however CM will email to the other.	CM
<b>2.4</b>	<b>Trailer Status</b>	
	Embo Trust now own the trailer and have given DADCA has received £1300. The chair would like to comment on how it is great it is that it is still working for the community.	JMc
<b>2.5</b>	<b>500 Club status</b>	
	Another draw to be done at the end of this meeting. Roughly 250 tickets have been sold. New Christmas style tickets have been ordered but have not arrived yet. Those who have paid online have received their numbers. Roughly 30 applicants received this month. The next draw to take place on the 1 <sup>st</sup> (Loony Dook). Has not yet gone in the Northern Times but will this run to promote this sale of potential Christmas gifts.	
	Winning numbers for the Dornoch 500: £250 prize: 3 £100 prize: 178 £50 prize: 322 £25 prize: 402 £25 prize: 95 £25 prize: 380 £25 prize: 256	KT
	KT will email/contact the winners.	
<b>2.6</b>	<b>Book Fair Status</b>	
	Nothing to discuss this month	
<b>3.</b>	<b>MINUTES FROM LAST MEETING</b>	
	Vice chair (CM) asked for any comments regarding the minute of the Board meeting of 11 <sup>th</sup> November 2019. Changes were made as stated above and the minute was then approved	

	as an accurate record of fact having been proposed by CM then approved & KT seconded by VM.	
<b>4.</b>	<b>POLICY AND RELATED MATTERS</b>	
	Updates are required for the fire risk assessment and the risk assessments. These include named persons, updates to when testings were done and food hygiene. CM states that we shall set the format, then it is updated going forward. CM, VM, JH & SM need to meet with all the affiliated group to go through the format and check that the groups have the correct policies in place. LR/KT to pull off all the documents on the website to send through to SM to look through.	CM, SM, VM & JH
<b>5.</b>	<b>FUNDING APPLICATIONS</b>	
	Hall Grant. KT has done and it is a calendar year, not the financial one, so to apply again in January.	KT
<b>6.</b>	<b>MEMBERSHIP</b>	
	Membership applications: Tim Bowditch – Approved by Board	KT & CM
<b>7.</b>	<b>DIRECTORS VACANCIES</b>	
	None.	
<b>8.</b>	<b>CURRENT BUILDING</b>	
	From JH: The malfunctioned heaters in the SC main hall have been ordered by Graham Ross last week; awaiting receipt & timing on delivery. Graham Ross also has replacement parts for fluorescent light fixture & hoping to get installed in one visit with heaters versus separate trip as he is very busy. CM states how great a job JH has done as well as Ash, since they're so busy and they have already managed to address many issues including heating & lighting as well as the door getting fixed. The new door is likely to be put in in January, but until then, DADCA will look at having a new lock.	CM & JH
<b>9.</b>	<b>OUTCOME OF FIRE DRILL</b>	
	Fire drill was completed in August and will be done again in due course.	
<b>10.</b>	<b>FINANCE</b>	
	Accounts Update: There has not been a lot of change & GD states that Lisa Dingwall has been doing a wonderful job. GD states that Flowers and Fairs have some expenditure but that's due to the timing of the event and Fibre Fest also had some expenditure but nothing unexpected. All in all, it is a positive situation.	GD
<b>11.</b>	<b>ST ANDREWS FAIR</b>	
	KT states that the event went very well. The raffle went to the Parent Council. There were questions about the date of it being the 7 <sup>th</sup> and not actually St Andrew's Day (Saturday 30 <sup>th</sup> November) The Academy Parent Council, Primary School Parent Council & Allsorts worked well together and put on a great event, each receiving £440 from profit.  Feedback was positive but the stall holders stated that they want the event to finish an hour earlier at 3pm so that stallholders can make it to the Cathedral – as well as the others who wish to attend. The only other comment was with the lack of the music.  DADCA own the present, so the grotto doesn't make any profit. They buy them for £5 and sell them for £5. DADCA will reimburse the Primary PC for the presents sold and reuse the presents for next year.  The takings will just be split, and the cheques will be divided up.	KT & LR

	Christmas decorations to be purchased (LR) in the Jan sales. St Andrews Fair for next year to be Saturday 5 <sup>th</sup> .	
<b>12.</b>	<b>COMMUNITY MARKET</b>	
	Postponed discussion to January.	CM/VM
<b>13.</b>	<b>HOGMANAY</b>	
	<p>Message from APM:</p> <p>Would any Board Member attending Hogmanay Street Party please come to the arches at 11.45 to pick up a yellow tabard so you can act as Stewards for the fireworks. Then if you would very kindly hand the tabards back at 12.15 that would be great. Many thanks. GD, SM, KT, VM, CM - agreed</p> <p>Please help tidy up the following morning if you possibly can. Some of us will start at 08.00 and we shall aim to finish by 11.00 in good time for the loony dook so if you can come even for an hour during that time that would be terrific. PR agreed, CM is a maybe.</p> <p>LR to ask who is available to help.</p>	APM/LR
<b>13.</b>	<b>BOOKINGS/EVENTS</b>	
	<b>Poet of the Impossible Event</b> To push a bit for the event on the 29 <sup>th</sup> .	LR
<b>14.</b>	<b>SUB COMMITTEES</b>	
	Invitation to the next Board meeting (February): Sarah Wheeling (Community Market).	CM/VM
<b>15.</b>	<b>AOCB</b>	
	CM: Moving the meetings to APM as the Courthouse will be closing from Jan – March due to renovations.	APM
<b>16.</b>	<b>CLOSING</b>	
	The chair thanks everyone for attending and the meeting is closed at 20:46	
	<b>DATE OF NEXT MEETING – 10<sup>TH</sup> FEBRUARY 2020: 7:30 PM – COURTHOUSE CAFÉ</b>	