



DORNOCH & DISTRICT
COMMUNITY ASSOCIATION

MINUTES
11th November 2019

**Minutes of meeting of Dornoch & District Community Association (DADCA)
held on Monday, 11th November 2019, at The Courthouse Café, Castle Street, Dornoch at 7.30pm**

PRESENT

Carol Mackay (Co-chair), Vicki Mackenzie (Co-chair), Donald Goskirk, Patrick Murray,
Jim McGilvery, Shona MacDougall, Jimmy Melville, Kim Tewnion, Lou Rollason,

APOLOGIES

Gareth Dixon (Treasurer), Jerry Horack, Jaen Rowland, Peter Rowland

1.	WELCOME & APOLOGIES	
	Apologies received from Gareth Dixon, Jaen & Peter Rowland & Jerry Horack.	
2.	MATTERS ARISING	
2.1	Community Gardens/Glebe Field	
	No word from Kate currently.	
2.2	Social Club Land	CM
	CM has spoken to Mrs Dobson and have informed her that DADCA will sell it to her. In time	
2.3	Trailer Status	JMc
	Grant for Embo Trust has been granted so that will progress in due course.	
2.4	500 Club status	KT & VM
	First draw & had the first set of winners. Sold just under 200 tickets. Christmas release of tickets from January – January. This will be a special Christmas release. Will sell at the St Andrews Fair. VM to put in the Northern Times, KT to send through the graphics. First winners to be done as a press release.	
2.5	Wifi & Izettle in Social Club	
	Working fine now.	
2.6	Book Fair Status	
	CM to contact people regarding the books to sale.	
2.7	Dornoch School & DJ Macleod Proposal	CM
	CM still awaiting contact from him regarding an email of support.	
2.8	Website	PM
	The SSL certificate to be updated for the website at a cost of £24 (+VAT).	
3.	MINUTES FROM LAST MEETING	
	Vice chair (CM) asked for any comments regarding the minute of the Board meeting of 14 th October 2019. No comments were forthcoming, the minute was then approved as an accurate record of fact having been proposed by VM then approved & KT seconded	
4.	POLICY AND RELATED MATTERS	
	Articles of Association was sent out to the group and with no issues it will be approved.	SM
5.	FUNDING APPLICATIONS	
	Hall Grant. KT has done and it is a calendar year, not the financial one, so to apply again in January.	KT
6.	MEMBERSHIP	
	Membership applications: Keith & Eileen Richardson - Approved	KT & CM

	May Hamilton – Approved	
	Aileen McAllister - Approved	
	Affiliated Group applications: N/A	
7.	DIRECTORS VACANCIES	
	None.	
8.	CURRENT BUILDING	
	<p>Lots of work being done by JH (& Ashley); Glass in kitchen has been replaced as has the window. The lock and radiators have been looked at too.</p> <p>The lock on the front door does need updated.</p> <p>Basement clear up: JH to do s but a low priority currently.</p> <p>Skylight needs to be decorated & the quote is in progress.</p> <p>Heating: JH has been looking at the heating in main hall.</p> <p>PM: asks if there is a list of approval for what needs to be done in the Social Club, as of now there isn't one but it is to be made.</p> <p>JM: Suggestion of a new display board to show the timetable of what classes/events are on.</p> <p>JM: Outside light timer needs to be on for longer.</p>	CM & JH
9.	OUTCOME OF FIRE DRILL	
	Fire drill was completed last month and will be done again in due course.	
10.	FINANCE	
	<p>Accounts Update:</p> <p>There isn't a huge amount of change from last month. Lottery 500 is a new profit centre and with nearly 200 tickets sold should already be contributing over £2,000. This is because only sold tickets will cost DADCA prize money, so roughly £12.50 for any ticket sold will be a profit to DADCA to cover costs of Fireworks, Hogmanay Street Party and finally to contribute to any other DADCA expenses incurs throughout the year.</p>	PM
11.	CAR BOOT SALES	
	<p>Carol thanks everyone for their help at the October Carboot sale which was a successful event for the last one of the year.</p> <p>Looking at 2020, if approval is granted then DADCA would go back to only having them in the summer – from April – September and not including July. To confer with Sarah & Joan regarding this.</p>	CM
12.	COMMUNITY MARKET	
	Invite Sarah to the next DADCA board meeting as we need her input. CM will start an email correspondence prior to this.	CM/VM
	<p>Vintage Coffee Morning</p> <p>JM states it was a wonderful turnout and was such a wonderful success. The board would like to send a thank you to them. A huge thank you to Marian Swanson for her work and she would like to repeat the event next year. KM to speak to her regarding the booking.</p>	KM
	<p>Update on St Andrew's Fair</p> <p>Bookings are almost full with only one table left. Further information & invoicing to go out this week (LR).</p>	KT, VM & LR

	<p>KT asked for approval for advertisement in the Northern Times. Parent Council is to take over the event – Catherine Maculloch is the chair of the group. The Dornoch Academy Parent Council are doing the raffle. Allsorts and primary school parent council will take the kitchen and decorating. Jimmy (JM) to be Santa. ESRA to be asked about the boat although they have already agreed in principle. Catherine Macangus to be asked to be an elf and take photographs if she would like to. St Andrews Fair ad to go out on the 29th November.</p>	
13.	BOOKINGS/EVENTS	
	<p>Bonfire Night Entire board agree that it was an amazing event. VM has done a wonderful event & the firework show is being hailed as some of the best people have seen. Numbers were perhaps a little low compared to the previous year but that would be due to the weather and extra competition on the evening. Not all the torches sold, about 50 left. Roughly £1700 brought in and the costs estimated at the same so broken even. The parents of a child involved in an incident that happened prior to the bonfire event and have thanked the DADCA board for the care of their daughter whilst she was at the bonfire. There is a police presence and the board keep a sharp eye on everyone to make sure that this is a safe environment. VM would like to thank a lot of people, including the volunteers and the Gunns. VM received a letter after her and CM went round to make sure that everyone was aware that the event was happening. This letter stated that they wanted to double check on the welfare of any small animals that may have got into the bonfire before it was lit. The bonfire will be locked this year so closer to the autumn there will be a low-lying fence around to minimise the risk of wild animals getting in. The bonfire will be under literal lock and key with limited access so the bonfire is more manageable with the size.</p>	
14.	SUB COMMITTEES	
	<p>Invitation to the next Board meeting: Sarah Wheeling (Community Market).</p>	CM
15.	AOCB	
	<p>SM: 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. PM suggests that SM looks at risk assessments that are already in existence and at the same time, SM, VM & CM to discuss the risk assessments that each sub-group event has.</p> <p>CM: Letter of support for Historylinks has been signed and the Board are in support for the land building.</p>	SM, APM, VM & CM
16.	CLOSING	
	<p>The chair thanks everyone for attending and the meeting is closed at 20:33</p>	
	DATE OF NEXT MEETING – 9TH DECEMBER 2019: 7:30 PM – COURTHOUSE CAFÉ	