

CAMUSCROSS & DUISDALE INITIATIVE

Note of meeting held on 11th May 2016, at 7 Duisdale Mor, commencing 7:30pm.

ITEM	NOTES	ACTION
1 Present:		
	Mark Wringe (MW); Elaine Smith (ES); Susan Walker (SW); Rory Flynn (RF); Innes Grant (IG) Apologies: Laura Stephen (LS) In attendance: Fiona Begg (FB); David Collins (DC)	
2 Minutes and Matters Arising:		
	Minutes approved subject to the month being changed from March to April	
	Matters arising:	
	3.2 A meeting was held to discuss accounts - a further meeting to finalise the accounts and unrestricted funds to take place.	IG, DC, SW
	4.4 Work ongoing on website and walk-through video	
	4.5 FB and LS visited SMO to see the woodchip boiler and collected valuable information on how it is working with the Sleat Community Trust woodchip	
	4.7 Work on fittings and fixtures and equipment list is ongoing	RF, LS
	4.8 A method statement is being produced and evidence of the SEPA licence sought, when the grazing committee clerk will be asked to sign that the grazing committee understands the work being undertaken, which will allow the work to go ahead. It was agreed that the outfall from the septic tank will now be pumped along the outfall pipe to reduce the financial and environmental costs of a deep ditch through peat.	
3 Financial:		
	Treasurer's report on funds:	
	i. Bank balance: £28,414.76; Restricted funds £26,814; Unrestricted £1,600.34	
	ii. Income: £128 was paid in as income from the Easter Egg Hunt event, CDI's own lottery raised £32 and Mrs Pat Walsh kindly donated her winnings to pay the costs of the next fundraising event – the soup and pudding lunch.	FB, DC, SW
	iii. Xero - Susan, Fiona and David to look at this online accounting system to see how useful it is.	
	iv. Bank accounts - it was agreed to open a new bank account for - An Crubh to separate grant funding for the hub project from unrestricted funds and fundraising. It needs to be checked for compatibility with Xero.	FB
	v. Fundraising committee bank account - how to arrange access to a bank account for the fundraising committee was discussed. FB to discuss with the fundraising committee	
4 An Crùbh:		
	i. VAT: Charles Rumbles, VAT expert, appointed with grant funding from HIE has produced a detailed and clear VAT strategy for An Crubh. His	

advice is that because there are two quite distinct parts to the building, and because community halls with relevant community purposes qualify for special treatment, this will make the community hall area of An Crubh zero rated. The other half of the building, with shop and cafe and its relevant services will be standard rated at 20% all of which is reclaimable. However VAT on the professional fees relating to the zero rated community hall cannot be reclaimed. VAT on all professional fees relating to the commercial part of the building is recoverable. Separate invoices will then need to be produced for each part of the build.

- ii. The QS and Compass, in conversation with HMRC, are currently working on what an accurate split of the building should be, based on cost and also the areas of the building which are for community as against commercial use. The relationship between the charity and the trading subsidiary will need to be clearly delineated and adhered to during the operation of An Crubh.
- iii. It was agreed that once the accurate split has been agreed, that CDI would issue the VAT Zero Rate Certificate to stop VAT being charged on the multi-function activity space and associated areas of toilets, meeting room etc.
- iv. **VAT cushion** to aid cashflow. It was agreed that Mark should write to the BLF to ask for early release of revenue funds to allow CDI to create a cashflow cushion to manage VAT payments on invoices before they can be reclaimed. SW to draft wording. (Deadline 10th June latest). SW/MW
- v. **Site meeting** - A good meeting with reports of excellent progress, which is on schedule and the frame going up next week.
- vi. **Open Day** – it was agreed to ask the contractors for a day to have an open day to allow the community to see progress. ES, SW
- vii. **Post Office** – the application must be in by 19th May, ES is leading, with input from SW, FB and DC. ES is liaising with PO to find an interview date and venue, which will be attended by ES as the principal applicant, with SW as second director applicant. ES is asking about whether we can have a cash machine and hopes for an answer in 10 days. PO reps are coming to visit the site on 18th May to make sure the PO requirements are built into the building as its being constructed.
- viii. The PO application is progressing well, ES proposes to revise the staff hours and manpower and opening hours to take account of the additional PO work as well as the additional revenue income from BLF and from PO income.
- i.

5 50:50 Club

- i. The latest draw was held at the May board meeting, with Maureen Cochrane winning £32.
- ii. It was agreed it would be good to encourage more members. Anyone wanting to join the club should set up a Standing Order with their bank into our Lottery account acc no. 00298597, sort code 83-26-19, every £1 buys a ticket in the draw from the month you set it up, and half of the takings is prize money. New members should give their name as the reference number when setting up the standing order and contact Elaine (833305 or elain smith99@bopenworld.com) so she knows who has bought tickets.
- iii. The next draw will be at the June board meeting, for tickets bought in May.
- iv. The lottery has been running for 12 months; making £360.50 in prize money and £360.50 for the CDI coffers to contribute to running costs, ES, FB

such as insurance or the accountant. It was agreed to investigate setting up a Paypal ticket purchase option and try to garner ticket sales from outside the CDI catchment area.

- v. It was agreed to publicise that anyone can sign up using the bank details above – and to get the message out that it could be their way of investing in the area as well as giving them a good chance of winning

6 Events

The Soup & Pudding Lunch will take place on Saturday 14th May at the MacLennan's house. The fundraising group is to be praised for its hard work and innovative ideas for events.

8 AOCB

None

9 Date of Next Meeting:

Date and venue of next meeting
8th June 2016 39 Camuscross 7.30pm

Meeting ended at 11.25pm