

	<p>CAMUSCROSS & DUISDALE INITIATIVE</p> <p>Note of meeting held on 8th June 2016, at 39 Camuscross commencing at 7:30pm.</p>	
ITEM	NOTES	ACTION
1	<p>Present:</p> <p>Innes Grant (IG), Elaine Smith (ES), Susan Walker (SW), Mark Wringe (MW), Laura Stephen (LS); Rory Flyn (RF)</p> <p>In Attendance: David Collins (DC); Fiona Begg</p>	
2	<p>Minutes and Matters Arising:</p> <p>The minutes were formally approved.</p> <p>All other matters arising, other than those listed below, are covered in the agenda.</p>	
3	<p>Financial:</p> <ul style="list-style-type: none"> i. Treasurer's report on funds: ii. The amount in the bank = £43,706.17 Of this total, the unrestricted funds = £1,464.22; Restricted = £42,241.15 Income - £239.40 Was raised by the fundraising group, which will be used to open their new bank account to give them working capital for organising further events. iii. XERO – FB thinks this online system would be very helpful for creating management accounts and automatic VAT payments. Frances Cameron, a CDI member who is a chartered accountant has offered to help to show how the system works and get it set up. The board is very grateful for this offer of volunteer help from a community member with invaluable professional skills. iv. Annual auditing of accounts. The sub group still needs to meet to finalise the unrestricted funds amount before sending to the accountants to prepare the annual accounts. These must be submitted to OSCR and Companies House by the end of September v. FB will ask for advice on whether the Co-operative online bank statements are compatible with XERO and if not, whether to open a bank account with a different bank to separate the An Crubh account from unrestricted funds. 	<p>FB</p> <p>IG, DC, SW, FB</p> <p>FB</p>
4	An Crubh	FB

	<p>i. BLF revenue funding – FB to ask BLF whether some of the revenue funds can be used for professional fees and advice and staff training.</p> <p>ii. VAT – FB to ask an external accountant whether they can help with discussing with HMRC and submitting VAT returns as they will be more complicated now that the invoices will be split between the zero rated community hall and the standard rated commercial part with shop and café</p> <p>iii. Pizza/bread oven – concerns about a wood-fired oven because of the specialist skills required. Agreed to ask for a price for an electric bakery oven and also explore an electric Italian domed oven.</p> <p>iv. Loose items list – this needs to be added to and the costs updated to allow further applications for funding any unfunded items. If required.</p> <p>v. Shop fit-out – agreed that a simple carcass design in white, with higher shelves in the island units, with library strips to allow adjustable shelves. Agreed that the store shelving can be very basic design and any excess invested in the shop fit-out</p> <p>vi. Heating – concern was expressed at the plan for radiators in the gathering hall, especially as two are located where the demountable stage would be. It was agreed to ask whether underfloor heating was possible. Various details of the heating zones for the shop were agreed.</p> <p>vii. PO application. It was agreed to forget the standalone cash machine. The post box will be sited on a post outside. Elaine has registered an interest for a lottery machine and if they are interested in providing one to An Crubh, we will need to give careful consideration as to whether one is desirable. The business plan and the financial check have both been approved. The designed layout for the PO area of the shop has been approved by the PO and the Royal Mail. A date for the interview will be set. Following the interview there will be a 14 week public consultation.</p> <p>viii. Additional funding – FB and SW to liaise on finding and applying for additional funding.</p> <p>ix. Open Day is being organised to allow everyone to visit the site to see how the building is developing. If the site can be made safe for visitors, it is hoped to find a date at the end of June. The school will be contacted to find the most suitable date for them.</p> <p>x. Directors will be needed for CDI's wholly-owned trading subsidiary which will be responsible for running the shop and café business. Directors of the trading subsidiary don't need to be based in the community.</p> <p>xi. A brief for the logo and branding needs to be drawn up to allow the architects to get costs for the mandatory etching on the plate glass.</p> <p>xii. The line for outflow to Allt Duisdale runs over part of the common grazing behind the hub. The contractors have all necessary statutory permissions and a wayleave has been granted by the landlord, FEI. However, out of courtesy, in order to keep the grazing committee informed, a method statement has been drawn up by the contractors to explain to the grazing committee</p>	<p>FB</p> <p>FB, SW</p> <p>RF, LS</p> <p>FB</p> <p>FB</p> <p>ES, SW</p> <p>SW, FB</p> <p>FB</p> <p>All</p> <p>LS, RF</p>
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	what work will be undertaken, the line of the ditch and how long it will take.	
5	<p>Events & Fundraising Group</p> <p>A draft constitution has been drawn up for the fundraising group to allow them to open a bank account and manage their own finances. The group is exploring a possible venue for a Crofting Olympics and is planning a ceilidh in October, as well as a charity café in July. The Soup and Pudding lunch was enjoyed by those who attended and raised £239.40.</p>	FB
6	<p>Communications</p> <p>An Lianag – a short edition will be produced once a date for the open day has been set.</p> <p>The WHFP is keen to cover the progress of the build and is meeting board members and the Project Development Officer at the site.</p>	SW FB, ES, SW
7	<p>50:50 Lottery</p> <p>i. The latest draw was held at the June board meeting, with Sheila McKenzie winning £37.</p> <p>ii Members wanting to join the club should set up a Standing Order with their bank into the CDI Lottery account acc no. 00298597, sort code 83-26-19, every £1 buys a ticket in the draw from the month it is set 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 elainemith99@btopenworld.com) so she knows who has bought tickets.</p> <p>iii The next draw will be at the Ardvasar Charity Cafe on 21st July; Elaine will be selling tickets at this event and include all tickets bought by SO in June - get signed up now (details above) for what we hope will be a bumper prize draw.</p>	
8	<p>AOB</p> <p>CDI has been asked to encourage Gaelic-speakers in the community to come to a focus-group meeting to be held on Thursday 23 June where researchers would like to hear any opinions about the effectiveness of Gaelic language Plans. An e-mail with details will be sent to CDI members.</p>	
9	<p>Date of Next Meeting:</p> <p>Wednesday 13th July provisionally 1 Camuscross (Innes's House), 7:30pm.</p> <p>Meeting concluded at 11.25pm</p>	