

## CAMUSCROSS & DUISDALE INITIATIVE

Note of meeting held on 11<sup>th</sup> May 2017 at An Crùbh, commencing at 7:30pm.

ITEM	NOTES	ACTION
<b>1</b>	<b>Present:</b>  Mark Wringe (MW) (chair); Rory Flyn (RF); Innes Grant (IG); Laura Stephen (LS) Susan Walker (SW); Sharon Campbell - An Crùbh Manager (SC).  Apologies: None.  In Attendance: David Collins - Company Secretary (DC)	
<b>2</b>	<b>Minutes and Matters Arising:</b>  The previous minutes were formally approved.  Following the issue of the draft minutes, board members should make comments to the secretary within 5 days.  All other matters arising, other than those listed below, are covered in the agenda:	
i.	Alarm: Monday 15 May 13:00 - meeting arranged to take directors through security alarm procedure.	All
<b>3</b>	<b>Financial:</b>	
i.	Treasurer's report on funds: - The amount in the bank on 10 May 2017 was £116,604.41 - Of this total, the unrestricted funds were £1,274.00. (Coop account). - The restricted funds were £115,330.41. - These were split: £44,664.39 Coop account; £71,940.02 RBS account. - The restricted funds relate to the An Crùbh project.	
ii.	Management Accounts: IG to supply accounts from accountants to SC, to enable her to start entering the figures in the new Sage system.	IG
iii.	Donald Rankin Invoice: Still owed £1,070. IG to arrange payment.	IG
iv.	CSM Accountancy Charges: Clarifications is required on recent invoice to CDI of approx. £3,000. SC to follow up with CSM.	SC
v.	Audit Fee: Accountancy Audit fee quote received. The audit is required because as a charity our turnover went over £500,000 in 2016, which triggers the need for an audit. This was due to the An Crùbh project.	
	Project Finances:	
i.	Final Account + Retention: Draft Final Account prepared by Morham + Brotchie and recommended to the board. The total lies just under the original contract sum. RF to clarify the final totals. Retention to be set aside accordingly.	RF

- ii. VAT:  
All current VAT claimed. Capital Goods Scheme procedure being investigated by SC. SC to work with CSM to see how claims can be made. SC
- iii. Furniture + Equipment Budget:  
We can now calculate this budget from remaining funds in Co-op account, minus deductions.
- iv. Finance Working Group: SC IG  
SC to meet with IG, DC + SW to working out current financial situation. DC SW

#### 4 Post Office Contract to An Crùbh Ltd:

It had always been the intention to transfer the contract from CDI to ACL when ACL was fully established. It was decided to keep existing situation in place, with CDI as the contract holder, and it will be reviewed in due course.

*[Post Meeting Note:*

*Following the meeting, SW research the status of CDI relating to PO income:*

- *Due to CDI's VAT position, regarding paying 0% VAT on areas of the building, CDI cannot earn more than 5% of total annual income from commercial activity.*
- *As PO is regarded as a commercial activity and as such would potentially jeopardize CDI's status in relation to the 0% VAT.*
- *Therefore, it is recommended that SC is to proceed with the transfer of the PO to ACL, as originally envisaged]* SC

#### 5 Hall Furniture:

Temporary arrangement in place with SMO to hire chairs for major events. SC  
Separate hire source required for Jeremy Hardy event.  
Final funds available to be calculated as per 3v.iii.above.

#### 6 Project Development Officer Report:

The final invoice was received from FB and a meeting was held regarding the final work carried out. The board discussed the outcome and it was decided to pay the invoice in full. MW to compose a letter to FB, on behalf of the board, to conclude matters MW

#### 7 An Crùbh Update:

Manager's Report received and reviewed by the board.

#### 8 Additional An Crùbh Issues:

- i. Water Rates, Rates: SC  
The situation regarding water rates has now been taken over from the Project Development Officer/Contractor and the situation is currently unclear. Areas have now been measured for rates. SC to investigate.  
SC has been advised that as a charity, CDI will be eligible to apply for rates relief.
- ii. Bin Store at Entrance: SC  
Gates for bins required.
- iii. Composting: SW  
Composting bay to be investigated.
- iv. CCF Monitoring Form: SW IG  
This has been received. SW has part filled-in. IG + DC to provide input. DC

## 9 Joint CDI and ACL Meeting:

SW to send out Doodle meeting request to CDI + ACL board members, for w/c 12 June. SW

## 10 Events:

- i. Official Opening Event:  
Date now set for Saturday July 8<sup>th</sup>. SC and RF to discuss with Hector MacInnes further details. Ideas to be gathered. Working group to be set-up to take forward. It was agreed to have daytime events as well as an evening event. SC RF
- ii. Charity Café:  
Fundraising group to hold the first Charity Café of the season at Ardvasar Hall on Thursday July 6<sup>th</sup>.
- iii. Crofting Olympics:  
Fundraising are looking to take this forward. More info. to follow.  
Organising of a Crofting Olympics at An Crùbh depends on being able to improve the landscaping and it may be that this event will have to be postponed to next year.
- iv. Made in Sleat:  
The organisation of this has been handed over to ACL. SC to liaise with contributors/exhibitors and date to be set for exhibition in An Crùbh. SC

## 11 AOCB:

Geocache:

Elaine Smith and Chris Prior have proposed a Geocache location for the An Crùbh site. The board are very supportive of this idea.

Housing Event:

CDI have been approached to be a host organisation for an event to advise/discuss community housing initiatives. MW to respond positively to request. More information to follow. MW

Potholes:

A number have appeared on the access road and this matter was raised by a member of CDI. This has been raised with the Architects as an urgent snagging item. SC to liaise with Architects on snagging items. SC

## 12 Date of Next Meetings:

Next CDI Board Meeting: Wednesday 7<sup>th</sup> June, 7:30 PM at An Crùbh.

Board meetings every first Wednesday of month @ 7:30 PM at An Crùbh.

**Time Meeting Concluded:**

10:30pm.