

# **Culbokie Community Trust Limited**

## **Minutes of the Annual General Meeting in Culbokie Church Centre at 7pm on Monday 26<sup>th</sup> February 2024.**

**Welcome:** Paul Wadge, CCT Chairperson, welcomed all the attendees to the meeting.

**Attendance, proxies and apologies:** 17 members were present.

There were also 5 non- members present.

No members attended virtually.

There were **6 proxies and 6 apologies** were received.

**Adoption of Minute of second Annual General Meeting of 20<sup>th</sup> March 2023:** This was proposed by Penny Edwards and seconded by Mark Douglas. There were no amendments and the minutes were adopted.

### **Annual Report on Activities:**

Paul Wadge updated the meeting on the work of the Trust.

In particular:

Membership: The membership continued to grow during the last year. There are now 285 full members, 11 juniors and 63 associate members plus 6 associate member organisations.

#### Company Development:

The reporting period saw all activities return to normal levels. Membership had grown slightly and new members and volunteers were being sought through regular community events and face-to-face contact.

CCT continued its membership of Development Trust Association Scotland (DTAS), Communities Housing Trust (CHT), Age Scotland, Community Land Scotland (CLS) and the Black Isle Partnership. These memberships provide CCT with access to information, training and advice to support its core objectives.

#### Glascairn Community Project:

The 6 additional affordable homes completed by Cairn housing became fully occupied.

The main areas of work during the year were:

- Completion of the Shelter, Am Fasgadh
- Signs, benches and solar bollards were installed on the Green
- Trees and beach hedging were planted
- A group of volunteers, The Green Team, was established to help develop and maintain the Green

In addition, a successful Meadow Management course was provided by High Life Highland.

Planning for the construction of the toilets and potting shed was progressed and the installation of an electric vehicle charge point, in partnership with SWARCO, was agreed.

The Culbokie Woods Group submitted detailed comments on the future management of Culbokie Woods to Forestry and Land Scotland.

The fundraising subgroup organised several successful events during the year including a Meet the Author with S.G. MacLean, a well-supported quiz night, and a fascinating presentation on the Wild Life of South America. The annual photographic competition was celebrated with a Phot Festival and Cream Tea and resulted in Black Isle Calendars for 2023.

Working groups:

The work of the History Group, the responsibility for the running of the monthly Culbokie Community Market, the organisation and running of the Sharing Shed, the Active Travel Group, the Community Cycle Club, the work of the Woods Group and the village Clean and Tidy group continue to represent broader facets of other initiatives under the umbrella of the Trust. All these groups have made significant contributions to the community over the last year.

In addition, the continuing development of the Active Travel route through the village became the responsibility of the Highland Council and funding was allocated by Sustrans.

A monthly newsletter is used to keep members up-to-date with the work of all the groups and to publicise activities, and increasingly social media and publications are used to publicise and report on events.

The Chairperson thanked Board members for all their efforts over the past year; the volunteer members of all the groups; and Ferintosh Community Council, the Highland Council, and others for their support.

In looking forward to 2023-24 the Chairperson reinforced the Trust's intention to continue to develop Culbokie Green and plans for the community buildings. Work with SWARCO on the installation of the EV charge point and parking bays, and progress The Space to building warrant stage with full planning permission.

The Chairperson then thanked all for their attendance and support throughout the year.

**Financial Report including preliminary approval of Accounts:**

The completion of the final accounts for the year ending 30 June 2023 have been completed in good time to meet the OSCR and Companies House deadline. All members had been notified and the full Accounts had been provided for members 21 days before the AGM. In addition an extract Financial Report for the year ended 30 June 2023 for the Company registered as Culbokie Community Trust Limited (reg. no. 481094 and Charity No. SC045867) had also been made available. Jillian MacKenzie, CCT Treasurer, reported that there had again been more activity than in the previous year, an increase in assets, including land, landscaping and development work, and equipment. Bank Interest Rates had increased. Overall the Trust was in a positive position going forward. There were no questions. However, it was made clear that, in order to enable questions to arise at the meeting or subsequently, the Accounts would be kept open for scrutiny for a calendar week beyond the AGM date. Thereafter, all being satisfactory, the Trustees would sign and the Accounts would be lodged with Companies House and with the Charity Regulator. Subject to that proviso the Accounts were cleared for signing and for dispatch to the appropriate authorities.

The Treasurer Jillian MacKenzie was warmly thanked for her continuing work.

**Appointment of External Examiners:** The Board again expressed satisfaction with the work of Frame Kennedy, External Examiners and it was agreed by the meeting to continue to use them in 2023-24.

**Directors' retirements, resignations and elections:** The list of currently elected Directors was declared as follows -- Mark Douglas, Penny Edwards, Richard Fyfe, Jillian MacKenzie, Angie Morris, Alison Petch, Marilyn Richards, and Paul Wadge. Seb O'Dell retired during the year. Angie Morris and Alison Petch had indicated that they would be retiring at this AGM as according to Article 33.2 of the Articles of Association which states "that one third of elected Directors shall stand down at each second and subsequent AGM". Angie Morris and Alison Petch are standing for re-election.

Angie Morris and Alison Petch were re-elected, there being no other nominees, bringing the Board to 8 Directors. There is still one vacancy to bring the Board to its full complement, and two co-opted places will be filled at the next Board meeting.

**AOCB:**

None

**Close:** This being all the business, the meeting closed with the vote of thanks to all who attended, and to the Board members and volunteers for all their work over the last year with the specific projects.

**Signed:** ..... *Paul Wadge* ..... **Chairperson**

.....*Jillian MacKenzie*..... **Company Secretary**

.....**24 February 2025**..... **Date**