

## Minute of the Board Meeting of Culbokie Community Trust on

**Monday 4<sup>th</sup> December 2019**

**Present:** Richard Fyfe, Mark Douglas, Angie Morris, Niall MacDonald, Gwyn Howroyd, Marilyn Richards

**Apologies:** Alison Petch, Penny Edwards, Jillian Munro, Bruce Morrison

Item		Action
Office Bearers	<p>Following the recent changes from the AGM the Board agreed that the following office bearers will continue in their roles for 2020:</p> <p>Chairperson – Richard Fyfe                      Vice Chairperson – Alison Petch                      Company secretary – Jillian Munro                      Treasurer – Jillian Munro</p> <p>Other roles will also continue:                      Minute secretary – Marilyn Richards                      Membership secretary – Gill Garland                      Social media coordinator – Cindy Reeves</p> <p>Website coordinator – Julie Shortreed</p>	
Minutes of last meetings	<p>28-10-19 Approved as a correct record                      Proposed by Mark and seconded by Niall</p>	
Matters Arising	<p>Accounts – Jillian is preparing the accounts for signing, amending the Articles of Association and updating the list of directors for Company House.</p>	Jillian
Glascairn Community Project	<p><b>a. Report on Glascairn w/g meeting</b></p> <ul style="list-style-type: none"> <li><b>i. General updates</b> – a joint meeting with CCT, Cairn housing, Tulloch/ Bracewell Stirling and design teams is proposed to look closely at the parking provision and access.</li> <li><b>ii. Community Consultation</b> – generally well attended and positive with some suggestions for changes. PDFs of the plans and comments will be made available on the CCT website once they have all been collated.</li> <li><b>iii. Factoring</b> – being explored jointly with factor and use of volunteers</li> <li><b>iv. Path to Glascairn wood</b> – THC and Tulloch will draw up an access management plan designed to minimise risk.</li> <li><b>v. Volunteer involvement</b> – Penny had provided a paper highlighting potential opportunities for involvement in the management of the green and wider activities, plus a range of potential funding sources. Bruce to investigate potential trainers through the service providers network.</li> </ul> <p><b>b. LDN Designs</b> – Café design – some proposed changes to make the café kitchen and store more coherent.</p>	<p>Bruce</p> <p>Penny</p>

	<p><b>c. Village Green designs</b> – H&amp;M provided possible amendments to parking in line with the required number of spaces.</p> <p><b>d. Solicitors75 agreement</b> - this has been finalised and will be signed this week. Cairn have paid the Developer Contribution in relation to the 6 affordable houses on the Community Site.</p>	Richard
Active Travel	<p>Attendance at the consultation events was mixed although the joint consultation event and the sessions at the Church Café and School Christmas market were well attended. There is general support for reducing the speed limit in the village. There were some good points raised by the few folk on the accompanied walks.</p> <p>There is a meeting with Sustrans on 20<sup>th</sup> Dec to sign off RIBA stage 1 if the project.</p> <p>There is now a strong group of 7 volunteer supporters.</p> <p>There is also a plan to bring trikes to the Dec market.</p>	
Fundraising	<p>Quiz on 9<sup>th</sup> November was well supported and a very enjoyable evening. £900 was raised. It is proposed that this becomes an annual event.</p> <p><b>2020 calendar</b> – sales are going well and a 2<sup>nd</sup> order has been placed. Good feedback on the quality etc.</p> <p><b>Spring celebration</b> – planned for 2<sup>nd</sup> May – will include the Black Isle Photographic competition photos, music, luxury teas, crafts/auction of skills.</p> <p>The possibility of a 2min promotional video is being explored, and a workshop for planning fundraising activities is proposed for spring 2020.</p> <p>Autumn Food Festival is also being explored.</p>	w/g
Christmas Tree	It is hoped that the tree will be up during the 2 <sup>nd</sup> week of Dec.	Gwyn
Culbokie Community Market	<p>The November market was busy and the 2<sup>nd</sup> hand book stall raised £77</p> <p>21<sup>st</sup> Dec – CCT will run the café and volunteers to help in the kitchen, run the raffle and bake are being collated.</p> <p>Plans for 2020 are underway with the usual CCT stalls being slotted in throughout the year.</p> <p>Black Isle Market leaflets are being prepared. CCT has arranged for distribution to all houses in the FCC area through Noticeboard.</p> <p>The Board agreed that this would be a good way to ensure everyone has the dates of all the markets and agreed to the cost of approx. £100.</p>	Marilyn

Woods Group	<p>Woods Work party – Sat 7<sup>th</sup> December – 10.30-2.30 – clearing the area near the loch of invasive spruce and folk will be able to take home a Christmas Tree.</p> <p>Liaison with FLS is ongoing and more clearing work is being planned.</p> <p>A Family Orienteering event is planned for Sunday 2 February – from 11.30. There will be a variety of courses and a Wild Life theme. This was very well attended last year.</p>	
History Group	Nothing to report	
Other Groups	<b>Village clean and tidy projects</b> – Nothing to report	
Finance Admin	<p>a. Jillian reported that the balance stands at £22,884.98 and £50,012.74 in savings at 04/12/19</p> <p>b. Unauthorised spending – Consultation Boards - £40 – agreed by the Board</p> <p>c. Frame Kennedy invoice for the accounts to June 2018 - £264 was agreed by the Board.</p>	
Admin	<b>AGM Mon 11 Nov</b> - was well attended and following the business, and a tea, the NHS talk by Lynda Thomson, a Senior Health Improvement Specialist was well prepared, relevant and targeted to the audience and was very well received. The talk was followed by many questions from attendees, keen to learn more.	Richard
Membership and Recruitment	<p>a. <b>Membership report</b> – No new members this month. There are now 237 full members, 14 junior members of CCT plus 53 associates, and 5 associate organisations. The following additional members were approved by the Board</p> <p>Total membership now 309</p>	
AOB	None	
Date of next Meeting(s)	<p>Mon 27 Jan – Bruce's</p> <p>Mon 2 March – Angie's</p>	