

Minute of the Board Meeting of Culbokie Community Trust on

Monday 27th January 2020

Present: Richard Fyfe (chairperson), Mark Douglas, Penny Edwards, Angie Morris, Bruce Morrison, Gwyn Howroyd, Marilyn Richards, Martin Sherring (for the item on Active Travel)

Apologies: Alison Petch, Jillian Munro

Item		Action
Directors	Richard intimated that Niall had resigned from the Board, due to work commitments. Richard had met with Niall, and the Board thanked Niall for his work for the Trust and wished him well for the future.	
Minutes of last meetings	04-12-19 Approved as a correct record Proposed by Angie and seconded by Gwyn	
Matters Arising	Accounts – the accounts have been signed and sent to Company House. The lists of Directors and the Articles of Association have been updated.	
Glascairn Community Project	<p>a. Glascairn update – Penny provided a paper</p> <ul style="list-style-type: none"> i. Tulloch start date and Compound – <ul style="list-style-type: none"> ➤ Start now March/April ➤ Compound Heads of Terms agreed ➤ Handover of village green expected June 2021 ii. Parking and hub access– issues regarding road type, soakaway, overflow parking and insurance were discussed. iii. Cairn Housing – progressing iv. Electrical Supply – Tulloch has received quotes v. LDN position – designs all approved by the Board but with outstanding matters on access road and parking vi. H&M position- village green designs all approved by the Board with some outstanding work still to be completed vii. Path to woods- Tulloch has passed this to consultants who are working on the Access Management Plan viii. Village green-plans to be costed and Tulloch’s will identify what they can implement. Use of volunteers and factoring are also being explored. <p>Following discussion the Board agreed that applying for planning consent for the Hub buildings as soon as Tulloch start work would be beneficial to help secure funding. The w/g will meet again on Wed 18 March to review the position and make proposals for next steps to the Board</p> <p>b. Business planning – Bruce provided a paper The Board discussed the paper and proposed options. In the light of changes on the Board over the last few years The Board agreed to meet to revisit Vision, Values and Aims and consider the</p>	<p>Bruce</p> <p>Penny</p>

	<p>following 3 questions:</p> <ul style="list-style-type: none"> ➤ Mission: What is our ambition and passion? ➤ Vision: What is our goal(s) that defines (measurable and time bound) the realisation of that ambition? How do we envision success? ➤ Strategy: How will we apply means/resources (people, time, capital, revenue, assets) to achieve the Vision? <p>The Board agreed to revisit the vision and values created in Dec 2015. Half the Board members have changed since then and this would give an opportunity to provide clarity of purpose and direction as the project moves forward. A special meeting will be held on Monday 24th February at 7pm.</p> <p>In addition, another financial projection/budgeting process is necessary.</p>	<p>Bruce/ Richard</p> <p>Bruce</p>
Active Travel	<p>Martin provided a paper and updated the Board on progress and raised a number of key points relating to phasing and funding. After some discussion on the proposed options the Board agreed to going ahead with phase 1 - the village section. The Board will keep open the possibility of pursuing the Duncanston section as a future phase 2.</p> <p>Funding: Match funding will need to be secured to complete the funding for phase 1 - village section. The sources of such funds may also be sources of funds for CCT's village green/hub project. In the unlikely event that the Board felt that one funding source was a key source of funding for both its major projects and that they would end up competing against each other, the Board agreed a proposal that the village green / hub project would take priority.</p> <p>Many thanks to Martin for his continued work on the project.</p>	<p>Martin</p>
Fundraising	<p>2020 calendar – sales have gone well with only a few 'seconds' left.</p> <p>Box- the fundraising group will set the date for the draw.</p> <p>Spring celebration – 2nd May – will include the Black Isle Photographic competition photos, live music, luxury teas, crafts/auction of skills.</p>	<p>w/g</p>
Culbokie Community Market	<p>Dec – Thanks to all who donated baking for the café. The café plus the raffle raised £228. Many stallholders and customers commented on the atmosphere and the seasonal music was much appreciated. A donation was made to Fèis the Music.</p> <p>Jan market was quiet but the café was well supported.</p> <p>Replacement banners are needed for the A9 as wind damage means that one is now unusable. The Board agreed that recyclable banners should be explored and a cost of approx £100+VAT was agreed.</p>	<p>Penny/ Marilyn</p>

Woods Group	<p>The Family Orienteering event will take place on Sunday 2 February – from 11.30. There will be a variety of courses and a Wild Life theme. Volunteers have been identified and permission has been granted for the use of the Football Pavilion for information and refreshments.</p> <p>CCT met with FLS on 26th Dec and number of items, including work parties, chain saw use, plans for Culbokie Woods, removal of large seed source trees, orienteering, Culbokie loch and Schools access to the woods, were discussed. A number of actions were agreed and the annual meeting will take place in April.</p> <p>Woods plans:- key points</p> <ul style="list-style-type: none"> ➤ Maintaining access for walkers and recreational users of all abilities ➤ Zoning of the woodland into areas for restoration ➤ Maintaining accessibility for orienteering courses 	Gwyn/ w/g
History Group	<p>Further to the discovery of a map showing the residents of Culbokie around 1976/77. The background to this map and how it lead to the recording of the building of the Schoolcroft housing development can be found from the final paragraph in the “Village Centre” under the “Social History” section of the History pages.</p> <p>A searchable site map has been created that can be found on the home page of this section https://www.culbokiect.org/index.asp?pageid=621715</p>	
Other Groups	Village clean and tidy projects – Nothing to report	
Finance Admin	<p>a. Jillian reported that the balance stands at £27,443.46 and £50,016.78 in savings at 27/01/20. Invoices outstanding to Pell Frischman and H&M approx. £9K</p> <p>b. Unauthorised spending –</p> <ul style="list-style-type: none"> ➤ Woods noticeboard repairs - £20 ➤ £96 Dropbox renewal ➤ £96 Local Giving renewal – all agreed by the Board <p>CCT had received another grant of £500 during the last year.</p> <p>c. Spar donations - £19.40 at 24/01/20</p>	
Membership and Recruitment	<p>a. Membership report – 3 new full members and 1 associate member were added. This together with other changes means that there are now 240 full members, 14 junior members of CCT plus 54 associates, and 5 associate organisations.</p> <p><i>Total membership now 313</i></p>	
AOB	None	
Date of next Meeting(s)	<p>Mon 2 March – Angie’s</p> <p>Mon 27 April – Marilyn’s</p>	