

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

**Monday 19<sup>th</sup> October 2020 – remote meeting**

**Present:** Richard Fyfe (chairperson), Alison Petch, Penny Edwards, Angie Morris, Gwyn Howroyd, Bruce Morrison, Marilyn Richards, Mark Douglas, Paul Wadge

**Apologies:** Jillian Munro

Item		Action
Minutes of last meetings	07-09-20 Approved as a correct record Proposed by Penny and seconded by Alison	
Matters Arising	All items are on the agenda	
Glascairn Community Project	<p><b>a. Glascairn update –</b> Tulloch Homes have confirmed that their compound will not be on the community site. The layout may need to be adapted due to shallow rock in the proposed location of the SUDS. Start date is still proposed for November.</p> <p>Shelter- there are two ‘design and build’ teams working on a plan. Village green costings and grant application are progressing.</p> <p>Next steps: Agree the ‘build team’ and shelter design. Wait until the site layout is finalised before finalising the shelter and exact location.</p> <p>Welcome Chris Little of Meta Consulting Engineers as a new member of the working group.</p>	
Active Travel	<p>Update from Martin -</p> <p>Meeting with Sustrans and Pell Frishmann is planned to review the outcomes of stage 2. There may be a requirement for additional traffic calming measures. Proposal is to make a pre-application enquiry to the planners.</p> <p>Community Cycling Club – 23 members. 8 members took part Cycle Ride Leader training course, provided by Cycling Scotland and 5 have led club rides. There are now 10 leaders and the club are able to provide a wide range of rides. Currently, there are two rides per week.</p> <p>Active travel activities have been funded by the Localgiving ‘magic Little Grant’ of £500 e.g high-vis gilets, Cycling UK membership mainly for insurance and leader training. Another grant has been applied for.</p> <p>Next steps include progress in raising match funding for construction - £135k approx</p>	

Fundraising	<p><b>Desk Calendars</b> - selling well and a second order has been placed</p> <p><b>Lockdown quilt</b> – Over 30 patches have been received and patches can be handed in until the end of Oct.</p> <p><b>21<sup>st</sup> Nov market</b> - the fundraising group have agreed to provide refreshments and a craft stall at the Christmas theme market.</p>	Angie
Black Isle Partnership Meetings	<p>Penny agreed to be the official CCT representative, and attendance at the meetings will continue to rotate between Penny, Angie and Alison.</p> <p>Decisions required will be approved by the Board</p>	Penny/ Angie/ Alison
Sharing Shed	<p>The shed is now in place and is being fitted out. The opening date is Saturday 31<sup>st</sup> October at 10am. There will be a simple opening ceremony. There is a rota of volunteers to open/close the shed. A leaflet with information is being delivered to all households in the CCT area. There are large plastic bins for any donations where they will be quarantined for 72 hours. CCT has an account with the Spar shop and all non-perishable items will be purchased there. Aimee Coulshed has been commissioned to brighten up the shed and paint a design on the outside as a result of a generous donation from Ruth and Colin Gilmour. All notices and arrangements will comply with current Covid restrictions.</p> <p>Gwyn asked Board members to join the Facebook Sharing Shed group and to encourage others too.</p>	Marilyn/ Alison/ Gwyn
Culbokie Community Market	<p>The Market moved to Findon Hall carpark on 10<sup>th</sup> Oct. The hall has provided some small gazebos for use by stallholders and these are proving useful for craft stalls etc. in calm wet weather. The market is being well supported by stallholders and customers. A small charge of £5 per stall is now being made. The Board agreed to use part of the payments to pay Sylvie, Market Organiser and also make a small donation to the Hall. Final amounts will be agreed once the income for a month is known.</p> <p>There will be a Christmas Theme to the market on Sat 21<sup>st</sup> Nov and it will run from 1000-1200.</p>	Marilyn
Woods Group	Gwyn has contacted Laura Macnally, FLS and is arranging a meeting.	Gwyn
History Group	<p>The work-in-progress for the month has been preparing pages to record information relating to the housing developments in the Community and the Findon Hall. These will be mainly photographic but the group would welcome any stories.</p> <p>One of the original topics featured Culbokie Folklore and Myths and attention has been drawn to a Highlife Highland project looking for ghost stories. Again the group are seeking local stories.</p>	
Other Groups	<b>Village clean and tidy projects</b> – nothing new to report.	

Finance Admin	<ul style="list-style-type: none"> <li>a. Jillian reported that the balance stands at £17,156.45 and £50,031.82 in savings at 19/10/20.</li> <li>b. Spar donations £53.04 on 18<sup>th</sup> September</li> <li>c. Unauthorised spending – None</li> </ul>	
Admin	<b>Child Protection Policy</b> – the Board agreed a change in wording to allow for working with 16-17 year olds. Bruce proposed a change to the section on CCT responsibility for children under 16. This amendment will be e-mailed to the Board for agreement.	Penny
AGM	<ul style="list-style-type: none"> <li>a. Paul volunteered to create a poster</li> <li>b. The agenda was agreed</li> <li>c. Paperwork including the Annual Report is in draft form has to be with members by 9<sup>th</sup> November.</li> <li>d. As laid down in the articles of association 1/3 current Board members will retire and there will be 3 vacancies on the Board. Nomination forms have to be submitted by 23<sup>rd</sup> November.</li> </ul>	Marilyn/ Richard
Membership and Recruitment	<p><b>Membership report</b> – There were no new members this month. There are now 241 full members, 14 junior members of CCT plus 54 associates, and 5 associate organisations. The following additional members were approved by the Board</p> <p>Total membership now 314</p>	
AOB	<b>Social media</b> – Gwyn asked Board members to e-mail information on activities so that these can be posted.	
Date of next Meeting(s)	Mon 16 <sup>th</sup> November – remote meeting	