

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

**Monday 4<sup>th</sup> October, 2021**

**Present:** Richard Fyfe (chair), Penny Edwards, Mark Douglas, Alison Petch, Paul Wadge and Angie Morris

**Apologies:** Marilyn Richards, Jillian Munro

Item	Discussion	Action
Minutes of last meetings	30-8-21 Approved as a correct record. Proposed by Paul and seconded by Alison.	
Matters Arising not on main agenda	Richard reported that articles on dog mess have been included in both the latest CCT Newsletter and on 'Noticeboard.' However, the issue may need to be highlighted at intervals. Angie to ask Fiona to monitor the problem and include further articles or strategies, if necessary.	Angie
Glascairn Community Project Update	<p><b>Hand-over date:</b> Scheduled for 10.30am on Thursday, October 14<sup>th</sup> as part of a site meeting with Kieran and the press. It is possible that the first tree may be planted. Others are welcome to meet at the site. Penny will contact the site manager regarding the siting of the shipping container.</p> <p><b>Solar bollards:</b> Tullochs can provide the labour. The bollards, funded by HITRAN, will be purchased this week as delivery can take up to 5 weeks.</p> <p><b>Grants:</b> There was a brief discussion on how much the payment of grants can vary, whether cash up front, or payment based on a firm quote or CCT having to initially pay invoices out of reserves and claiming further down the line. Paul has agreed to keep a track of everything.</p> <p><b>Play area design:</b> The designs have been finalised, with some aspects in response to suggestions from parents.</p> <p><b>Discussion on Community Shares:</b> Alison asked whether the Board should revisit the idea of community shares, especially as there are few opportunities currently for applying for large grants. Alison quoted an example of the Knoydart scheme for community shares in 'The Old Forge.' All board members are asked to access the website for useful background and the community's approach.</p> <p>After discussion, it was agreed that:</p> <ul style="list-style-type: none"> <li>○ We continue to focus on Culbokie Green</li> <li>○ Ask Alan Jones to run a seminar to discuss funding strategy and his view on community shares</li> <li>○ Consider meeting others who have experience in crowd funding (eg. Clare Campbell, Ian Mackay)</li> </ul>	<p>Penny</p> <p>Paul</p> <p>All</p> <p>Penny</p>

	<ul style="list-style-type: none"> <li>○ Contact Community Shares Scotland</li> <li>○ Set up a discussion around the funding strategy</li> </ul>	Alison Richard
Active Travel Project	<p>In his report, Martin has outlined that the application for Sustrans Stage 4 funding has been submitted and the outcome will be known in November. Highland Council will take over the remaining design and construction stages.</p> <p>Richard acknowledged the incredible progress of the Active Travel Project.</p>	
CCCC - update	<p>With the shorter days imminent, a winter programme of daytime rides is being planned. New club members have risen to the <i>Couch to 20k</i> challenge. Penny was pleased to receive an appreciative message from a participant. All agreed that quotes should be included in the next CCT Newsletter.</p>	
Fundraising	<p><b>New team member:</b> Aileen Wilson has joined the Fundraising Team and is already actively involved in helping to plan an event.</p> <p><b>Calendars and cards:</b> The pre-ordering system for calendars and cards has been successful, and already orders have been taken for 17 wall and 21 desk calendars, and for 114 individual Christmas cards. Every month has been adopted by a sponsor; the sponsorship not only brings in funds, but also offers opportunities to promote sales through local business websites. Calendars will be on sale from Saturday, October 16<sup>th</sup>.</p> <p><b>Culbokie Lockdown Quilt:</b> 16 booklets were sold at the indoor market; they are also currently on sale at the Spar Shop. Plans are in progress for a design of all the patches to be printed on tea towels. The Fundraising Team are very grateful to Paul for his expertise in creating a design for the tea towels that can be sold in the coming months.</p> <p><b>Planned event:</b> The first live fundraising event for several months will take place on Saturday, November 13<sup>th</sup> at Findon Hall. It will be an evening where the audience will meet Neil Lancaster, a crime thriller author who lives locally. The programme will take the form of a slide show, an informal Q &amp; A, a raffle and book sales and signings.</p> <p><b>Future fundraising initiatives</b> include a quiz in January, and a Food Festival later in the year. John Brierley has also offered more photos that we may wish to promote online and print to order.</p>	
Sharing Shed	<p>The community continue to support the sharing shed, with garden produce particularly well received. In recent weeks, both Fortrose Masonic Lodge and Dingwall Community Larder have donated food items. At the end of October, the</p>	

	<p>shed will revert to reduced hours for the winter months, open from 10.00am to 3.30pm.</p> <p>The Sharing Shed's first birthday is on October 31<sup>st</sup>. We hope to mark the occasion in some way. Richard will include an item relating to the Sharing Shed's first successful year in the forthcoming CCT Newsletter.</p>	Richard / Marilyn
Culbokie Community Market	<p>Outdoor markets currently take place in the Cairn car park, and monthly indoor markets at Findon Hall are planned for the future. The indoor market in September was well-supported, and all Covid arrangements went smoothly. At the subsequent monthly markets on the third Saturday of each month, there will be the added attraction of a small café.</p> <p>Stallholders are happy with the arrangements and have thanked CCT for continued support over the past 18 months.</p>	
Woods Group	<p>A Working Party is planned for Saturday December 4<sup>th</sup>. Traditionally, volunteers take away a Christmas tree, but this will not be possible this year. CCT and FLS have drawn up a Memorandum of Understanding and permits will be needed for all events.</p>	
History Group	<p>There was no update from the History Group.</p>	
Finance Admin	<p>Jillian reported that the current bank balances are: £20,008.29 in the CCT current account and £123,337.54 in the deposit account.</p> <p>Due for payment on October 4<sup>th</sup> are expenses for the Sharing Shed (£212.67) and for First Aid Training (£648.00).</p>	
Communications and Membership	<p><b>Membership report</b> – There were no new members this month. There are now 241 full members, 12 junior members of CCT plus 59 associates, and 6 associate organisations. Total membership now 318</p>	
AOCB	<p>Richard referred to the meeting that took place at the weekend by the CCT bench outside the shop. Arthe is keen to erect a Christmas tree outside the shop, and the CCT Christmas lights were duly offered for decoration. Paul advised that the lights were faulty and that Gordon Mackenzie may be able to help. All present are happy to approve the use of the lights on the proposed Christmas tree at the shop. Paul will check the state of the lights with Gordon.</p>	Paul
Dates of next Meetings	<p>Monday 8 Nov 2021 Monday 6 Dec 2021</p>	