

Minute of the Board Meeting of Culbokie Community Trust on

Monday 8th November 2021

Present: Richard Fyfe (chair), Penny Edwards, Mark Douglas, Alison Petch, Paul Wadge, Angie Morris, Jillian Munro, Marilyn Richards, Alan Jones (for item 4b)

Apologies:

Item	Discussion	Action
Welcome	Richard welcomed Alan Jones to the meeting. He had agreed to join the discussion on strategic fundraising.	
Minutes of last meetings	04-10-21 Approved as a correct record. Proposed by Angie and seconded by Alison.	
Matters Arising not on main agenda	Christmas lights – new ones would be needed if they are to be used. The shop is planning to have a Christmas tree outside this year. This is welcome as the Culbokie Green is not yet ready.	
Glascairn Community Project Update	<p>Update</p> <p>Hand-over: part of the handover was completed on Thurs 14 Oct, but due to the delay in the hand-over of other parts of the Green, planned tree planting will take place later in the season.</p> <p>Funding – some success including 9 benches from Gordon and Ena Baxter Fund but application to Scotland Loves Local was unsuccessful. Other applications for the shelter and play area are ongoing.</p> <p>New pavement along B9169 will be installed after Christmas. Play area zone will be completed early in 2022. Other areas of the community site should be handed over in early summer 2022 when Tullochs complete the site.</p> <p>Shelter location and final design being agreed. Timing will be flexible depending on funding etc.</p> <p>Cycle hoops and Solar bollards have been ordered. Installation costs will be covered by HITRANS grant.</p> <p>As the site develops insurance needs to be in place. The Board agreed that Zurich should be approached re costs etc</p> <p>A container is now on site for storage of CCT equipment etc.</p> <p>Funding Strategy: Following lengthy discussions on possible strategies and realistic options, and given recent experiences with grant applications, the Board agreed that James Turner (HIE), Gordon Adam (Councillor and Chair of the Tourism Committee) and SSE should be approached for support.</p>	

	The Board thanked Alison for her research and detailed feedback on the pros and cons of Community Shares.	
Active Travel Project	No further update	
CCCC - update	8 members have completed First Aid Training	
Fundraising	<p>Calendars and cards: continue to sell well and the pre-ordering system has been successful. Sponsorship for the calendars has raised £450. There will be a stall at the November market which will also have a raffle for a Christmas Cake.</p> <p>Neil Lancaster event, 13th November. Tickets are going quite well. Thanks to Tullochs for providing £200 to sponsor the event.</p>	
Sharing Shed	<p>Celebrated its 1st birthday on 31st Oct. A photo opportunity was called off due to bad weather but will be rescheduled.</p> <p>The Shed continues to be well used. An application has been submitted to the Ward Discretionary Fund for another grant of £500. More food donations are expected from Dingwall, Masonic Lodge, Fortrose, and via the FC in Fortrose.</p>	
Culbokie Community Market	<p>Fewer stalls now that the weather is colder but food traders have regular customers and are happy to continue to come along every Saturday.</p> <p>There were more stalls and customers at the indoor market on 20th October and although the café was quiet the volunteers agreed to continue each month, with the aim of having a different voluntary/charity group run the café each month in 2022.</p>	
Woods Group	A Working Party is planned for Saturday December 4 th . This will now be publicised.	
History Group	<p>Update The History group reported that Angus Bethune, who has a long family connection with Culbokie, has been assisting their work. Interesting new material continues to be added.</p> <p>Website and History pages – as the History area of the website has developed, it has become clear that the volume of material may be better if removed to a subdomain of the site e.g. history.culbokiect.org. This would allow for an extra level of organisation and make it easier to navigate as content increases, leaving the main CCT site more suited to its core purpose. There is an additional charge of £29.95 per year plus a 'one-off' £25 for the SSL certificate.</p> <p>As the History Group has some funds in hand and is usually able to raise funds from events, the Board agreed the change in principal and to underwrite the annual costs if needed.</p>	

Finance Admin	<p>Finance report - Jillian reported that the current bank balances at 8/11/21 are: £19,712.12 in the CCT current account and £123,338.62 in the deposit account.</p> <p>Unauthorised expenditure - An A1 sized laminated plan for promotion in the RJ cost approx. £30. The Board approved this expense.</p>	
Communications and Membership	<p>Membership report – There were 3 new full members this month. With other changes, there are now 244 full members, 12 junior members of CCT plus 59 associates, and 6 associate organisations.</p> <p>Total membership now 321</p>	
AOCB	<p>Christmas card list – being finalised for 2021. All to check to ensure all volunteers are included.</p> <p>New owners of Culbokie Inn have moved in. The Board agreed that they should be welcomed to the village.</p>	<p>All</p> <p>Richard</p>
Dates of next Meetings	<p>Monday 6 Dec 2021</p> <p>Mon 17 Jan 2022</p>	