

Minute of the Board Meeting of Culbokie Community Trust on

Monday 13th June 2022

Present: Richard Fyfe (chair), Angie Morris, Penny Edwards, Paul Wadge, Seb O'Dell, Marilyn Richards

Apologies: Mark Douglas, Alison Petch, Jillian MacKenzie

Item	Discussion	Action
Minutes of last meetings	09-05-22 Approved as a correct record. Proposed by Angie and seconded by Paul.	
Matters Arising not on main agenda	Small grants – Seb reported that the cost of a 6week x 2hour mindfulness course would cost approx £500 and support the health and wellbeing of participants. The use of the woods as a venue for the course is a possibility. The Board agreed to an application to Magic Little Grants to fund this.	Seb
Glascairn Community Project Update	<p>Culbokie Green Raising of the timber shelter is planned for 2nd July. Now that the main part of the Green has been implemented it will be necessary to manage and care for the area. Use of the Green also needs to be monitored and feed into any reports to funders.</p> <p>Café /Toilets/Volunteer base Building Warrant is progressing. The Business Plan is being updated. Proposal to update the letters of support and consult with local groups was approved by the Board.</p> <p>Business and Community Services Funding for a Feasibility Study/Options Appraisal/Business Plan is being sought from HIE. CCT are expected to make a contribution of approx. £2000. The Board approved this spend should it be needed.</p>	
Active Travel Project	It is hoped that the Traffic Regulation Order will be granted and that construction will begin in Spring 2023.	
CCCC - update	A number of members would be interested in participating in a 'Ride Leaders' course. This would be useful to the group, spreading the lead role responsibility to a wider group. An application for funding will be made to support this.	Penny
Fundraising	<p>Quiz Night – planned for 24 September</p> <p>Photo Competition 2022 – Closing date is 30 June 2022 and entries are beginning to be made.</p> <p>Food festival – planned for Sat 1 Oct</p>	

	Riot at Resolis – puppet theatre event booked for Fri 28 Oct.	
Sharing Shed	<p>The first delivery from FareShare/Cfine has been received and items are being taken regularly.</p> <p>Covid resilience fund has closed. Remaining funds will be used over the next few weeks to gradually reduce the food and household items that have been purchased weekly since Oct 2020.</p> <p>The Sharing Shed will continue to play a key role in recycling unwanted and surplus items in the community. The opening hours and arrangements for donations will remain the same. Any monetary donations will continue to be used to purchase children's food items and some household goods.</p>	
Culbokie Community Market	The May market was busy and good weather helped with the sale of locally grown plants, raising £76. CCT continue to run the café making about £50 per month.	
Woods Group	No further update	
History Group	No further update	
Finance/ Admin	<p>Finance report - Jillian reported that the current bank balances at 13/06/22 are: £41,632.24 in the CCT current account and £123,346.77 in the deposit account.</p> <p>Unauthorised expenditure – None</p> <p>Insurance renewal – Following discussion, the Board agreed to accept the comprehensive quote from the MacDonald Group (Ansva) of £453.23 and approved the payment.</p> <p>Admin:</p> <p>Virtual Meetings – the meeting was held using MS Teams. A few difficulties had been encountered but the Board agreed to continue to trial this platform.</p>	Richard/ Jillian
Communications and Membership	<p>Membership report – There were 3 new full members this month. There are now 256 full members, 12 junior members of CCT plus 59 associates, and 6 associate organisations. Total membership now 333</p> <p>Membership form - the possibility of updating the online membership form so that it can be completed and submitted on line would be a useful addition to the CCT website.</p>	Seb
AOCB	<p>Culbokie Nursery dept – following a brief discussion the Board identified some potential opportunities for enhancing access to outdoor play/learning in the woods which could be suggested to the school. CCT could provide some support if required Direct access to the woods and the use of willow structures are opportunities that could be explored.</p> <p>John 'O Groats trail - There has been a request to CCT to provide a letter of support. As the trail includes Culbokie, the</p>	Seb Richard

	Board agreed that a suitable letter should be sent.	
Dates of next Meetings	Mon 18 July 2022 – 7.30pm (note change of time) Mon 22 Aug 2022 – 7.30pm	