

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

**Monday 18<sup>th</sup> July 2022**

**Present:** Richard Fyfe (chair), Angie Morris, Penny Edwards, Paul Wadge, Alison Petch, Jillian MacKenzie, Marilyn Richards

**Apologies:** Mark Douglas, Seb O'Dell

Item	Discussion	Action
Community Shares	Toby Sandison, Community Shares Scotland joined the meeting. He gave an overview of the programme and answered questions.	
Minutes of last meetings	13-06-22 Approved as a correct record. Proposed by Penny and seconded by Angie.	
Matters Arising not on main agenda	<p><b>Small grants</b> – the application to Magic Little Grants to fund mindfulness programme is progressing</p> <p><b>John O' Groats Trail</b> - a letter of support has been sent. There will be a consultation event on 18<sup>th</sup> August in Findon Hall</p>	<p>Seb</p> <p>Richard</p>
Glascairn Community Project Update	<p><b>Culbokie Green</b> A highly successful raising of the timber shelter took place on 9<sup>th</sup> July. The roof and sides will be completed in the next few weeks and some fixed folding benches will be added.</p> <p>Some additional seeding with a wild flower lawn mix will be needed as there are some bare areas due to late seeding. The Board approved the additional cost of £200 to complete the area.</p> <p>The willow tunnel may also need some additional work in the autumn.</p> <p>Planning consent for the signs is in place. Benches will be installed in the next month or so.</p> <p>Regular work parties have now started on the Green on Thurs 2.30 – 4pm.</p> <p>There are still some outstanding actions from Tulloch and these are being followed up.</p> <p><b>Café /Toilets/Volunteer base</b> Building Warrant is delayed as there are some issues with changes of levels on the site which were not expected. This may require amendments to the site design.</p> <p>The Business Plan and Feasibility Study are being updated.</p>	

	<p>Meeting are being held with local businesses and groups to provide an update on progress.</p> <p><b>Business and Community Services</b> An Invitation to Tender for feasibility study and business plan is nearly ready. Total budget in £10K+VAT plus expenses.</p> <p><b>Other</b> A green woodworking event in the shelter may be possible later in the summer. A volunteer is keen to help with the establishment and educational value of the wildflower meadow.</p>	
Active Travel Project	No further update	
CCCC - update	An application has been made to Cycling UK SHIFT grant to cover the cost of the Ride Leader training and a programme of events.	Penny
Fundraising	<p><b>Photo Comp</b> – 113 entries across 3 categories raising £281 in entry fees. Event to display photos is planned for Sat 27 Aug and will include a cream tea, a photo scavenger hunt for children, plus info from the judges.</p> <p><b>Quiz Night</b> – booked for 24 September</p> <p><b>Food festival</b> – planned for Sat 1 Oct and will include stalls, demonstrations and workshops.</p> <p><b>Riot at Resolis</b> – Drama production event booked for Fri 28 Oct.</p>	
Sharing Shed	<p>Regular monthly deliveries from FareShare/Cfine are providing a wide range of food items for the community.</p> <p>Culbokie Primary School donated non-perishable food and other toiletries etc from their end of June collection. These are helping to maintain the stock in the shed over the summer holidays.</p>	
Culbokie Community Market	<p>The June market was very busy with lots of stalls and more customers in the café – raising £90.</p> <p>The July market was busy even though there were fewer stalls due to holidays. The café raised £65.</p>	
Woods Group	No further update	
History Group	No further update	
Ferintosh Wee Bus	CCT have been asked to consider a possible role in managing the Wee Bus programme. Following discussion the Board agreed to explore further. Identifying a lead person would be key.	Richard

SURF awards	Following discussion the Board agreed that an award would be a wonderful accolade and could be beneficial when applying for grants etc. There is support from HIE to help progress the application.	Richard/ Penny
Finance/ Admin	<p><b>Finance report</b> - Jillian reported that the current bank balances at 18/07/22 are: £34,585.06 in the CCT current account and £123,347.85 in the deposit account.</p> <p><b>Unauthorised expenditure</b> – None</p> <p><b>Insurance renewal</b> – Insurance through MacDonald Group (Ansvar) is now in place.</p> <p><b>Virtual Meetings-</b> Seb proposed a trial of Google Workspace as it may be a more suitable option for on-line meetings and document management.</p>	
Communications and Membership	<p><b>Membership report</b> – There were no 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><b>Membership form</b> – an on-line form is being developed.</p>	Seb
AOCB	None	
Dates of next Meetings	<p>Mon 22 Aug 2022 – 7.30pm</p> <p>Mon 26 Sept 2022 – time tbc</p>	