

Minute of the Board Meeting of Culbokie Community Trust on

Monday 13th March 2023

Present: Alison Petch (chair), Angie Morris, Penny Edwards, Paul Wadge, Marilyn Richards, Jillian MacKenzie, Mark Douglas, Seb O'Dell

Apologies: Richard Fyfe

| Item | Discussion | Action |
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| Minutes of last meetings | 13/02/23 Approved as a correct record. Proposed by Penny and seconded by Angie | |
| Matters Arising not on main agenda | CCT website – Sincere thanks to Julie Shortreed who has completed the upgrade of the website, making clearer and easier to use/navigate. A letter of thanks will be sent | Alison |
| Glascairn Community Project Update | <p>Feasibility Study for Business Units The options appraisal is now complete and there is the potential to further explore the possibilities.</p> <p>Café /Toilets/Volunteer base To complete this phase as a standalone project is more complex than anticipated. Awaiting advice from LDN as the Building Warrant may need to be amended.</p> <p>EV Charge point No further update</p> <p>Shipping container There was some discussion about the visual impact of the container on site although it was noted that it has planning consent. The working group was asked to consider options to ameliorate its impact.</p> <p>Culbokie Green Work parties continue successfully. 12 participants are booked on the Meadows and Meadow Management session with High Life Highland on 16th March. There is still some work on bollards and levelling benches to be completed by Tulloch.</p> <p>Culbokie Green – new area The area has been mounded and raked but is still very stoney. Some fruit and native trees have been planted and the plants for the 40m beech hedge will be planted as soon as possible. Quotes have been received and are being considered for establishing a pollinator bed.</p> <p>Health and Safety Costs for agreed H&S actions are being worked up.</p> | <p>Working group</p> <p>Paul</p> <p>Penny</p> |

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| Active Travel Project | A meeting to discuss the outcomes relating to the next steps in the project is planned for later in March. Date tbc | |
| CCCC - update | A programme of summer activities is being finalised. | |
| Fundraising | Photo Competition 2023 – poster is finalised and adverts will be out at the end of March Wild Life Talk – 13 th May – progressing well. Food Festival – 23 rd Sept – preparation is ongoing and sponsors are being sought for each event/activity. | |
| Sharing Shed | Thanks to Fortrose Academy Class 1T2 for their donations in February, adding more variety to what is usually available. Donations from Cfine are more varied and include some fresh veg. Local donations, of all sorts, appear daily. Many supportive comments from ‘customers’. Volunteers will be giving the Shed a Spring Clean as soon as the weather allows and the ceiling will be repainted. | |
| Culbokie Community Market | Markets are being well supported and a local group are running the café in March. | |
| Woods Group | No further update from FLS. | |
| History Group | Initial clearance work on the henge took place in February. Further tidying is planned for Wednesday 15th March. The aim of YAC and NOSAS is to have the henge officially adopted by Adopt a Monument along with other henges in the area which will give access to funds for improvement to the approaches to the henge. | |
| BI Partnership | Place Plan for the Black Isle – Plan consultation in Culbokie on Thurs 16 th March from 3-8pm. CCT are having a table and a rota has been agreed. | Alison |
| Magic Little Grant | Mindfulness sessions – 2x 2sessions of 2hours – the sessions took place in Feb and March. Although numbers were disappointing it was very enjoyable and well delivered. Feedback from participants will be sought and a report submitted as per the funding agreement. Grant applications are now being sought for 2023. Ideas will be brought to the next board meeting. | Seb All |
| Finance/ Admin | Finance report - Jillian reported that the current bank balances at 13/03/23 are: £39,752.30 in the CCT current account and £123,577.68 in the deposit account. One invoice has still to be paid. Taking account of grants received in advance and other committed funds the available current account balance is £11,469.96 Invoice Outstanding - The Board agreed to pay the invoice | |

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| | <p>for £721.20 from Frame Kennedy for auditing and preparing the accounts for 2021-22, as agreed at the 2022 AGM.</p> <p>Unauthorised expenditure – None</p> <p>Culbokie Spar donations box - £13 was donated from Sept 2022 –March 2023. It was agreed not to replace the donations tin at the shop at this time and an alternative location has been offered</p> <p>AGM –Mon 20th March 2023 7pm</p> <p>All paperwork was prepared and issued to members by 27th February 2023 with 5 members receiving hard copies.</p> <p>Richard will contact the speaker with the final arrangements.</p> <p>A few copies of the agenda, minutes and full report and financial statement will be available.</p> | <p>Marilyn/Jillian</p> <p>Richard</p> <p>Jillian Marilyn</p> |
| Communications and Membership | <p>Membership report – There were no new members this month. There are 272 full members, 12 junior members of CCT plus 61 associates, and 6 associate organisations.</p> <p>Total membership now 351</p> <p>‘Premium’ membership –The Fundraising Group have some proposals for discussion. Held over to the meeting in May.</p> <p>New members – The remaining houses at the Glascairn site will be visited asap. Several new residents are getting more involved in the work on Culbokie Green.</p> | <p>Angie</p> <p>Penny/Alison</p> |
| AOCB | None | All |
| Dates of next Meetings | <p>Mon 15 May 2023 – by Teams – 7.15pm</p> <p>Mon 26 June 2023</p> | |