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

## Monday 4<sup>th</sup> September 2023

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

Apologies: Jillian MacKenzie, Seb O'Dell

| Item                                     | Discussion  | Action           |
|--|---|------------------|
| Minutes of last meetings                 | 31/07/23 Approved as a correct record.<br>Proposed by Penny and seconded by Richard   |                  |
| Matters Arising<br>not on main<br>agenda | Magic Little Grant - the application for £500 was successful.<br>Additional tools/equipment for maintenance of The Green<br>have been purchased   | Paul             |
| Glascairn<br>Community<br>Project Update | The SpaceGrant applications have been submitted.Café /Toilets/Volunteer baseTwo bids for the Groundworks have been received and arebeing evaluated.Some funding is in place but there is asignificant shortfall.THC have been approached but CCT  |                  |
|  | Significant shortall. The nave been approached but CCT         funds will be required to complete this stage.         EV Charge point         Final designs have been agreed. Awaiting progress from         SWARCO/PoGo  |                  |
|  | <ul> <li>Culbokie Green</li> <li>Annual inspection has been carried out with some minor actions needed to ensure the equipment meets the required standards.</li> <li>Good numbers of volunteers have been enjoying a variety of autumn work.</li> <li>Culbokie Primary pupils have been studying the wildflowers.</li> <li>Tulloch have stated the remedial work on part 2 of the Green.</li> <li>The Beavers have made us of the Shelter for a recent meeting.</li> <li>The Board approved £170 to cover the cost of wild flower seeds to over-sow some areas but this may not be needed as a grant application has been submitted to the Highland Coastal Communities Fund.</li> <li>Grant applications have been submitted for the pollinator bed.</li> </ul> | Working<br>group |
|  | <b>Culbokie Green – launch event</b><br>Sat 28 <sup>th</sup> Oct 2023 3.30-6pm.<br>Cllr Lindsey Johnston has agreed to open the event.<br>The subgroup are working on the plan for activities, food etc.  | Subgroup         |
| Active Travel                            | The Highland Council application for funding for the  |                  |

| Project                         | construction phase of the active travel route has been   |         |
|---------------------------------|--|---------|
|                                 | approved, and the council are putting the work out to tender.  |         |
| CCCC - update                   | Members have made donations towards the cost of Cycling<br>UK membership. Regular rides continue with 2 groups. A<br>very enjoyable 'Bun Run' to North Kessock was held at the<br>end of August.   |         |
| Fundraising                     | Black Isle Photo Festival – a very successful and well<br>supported community event with over 100 attending. £734<br>was raised. Special thanks to Elizabeth Fraser, Lesley<br>Murray, Martin Sherring and Alison Lowe for their work.                               |         |
|                                 | Food Festival – 23 <sup>rd</sup> Sept – 23 Stall holders have booked tables. There will be information stands and demonstrations and a tombola.  |         |
|                                 | 2024 Calendar – being finalised and printed. Customers are already placing orders.   |         |
| Sharing Shed                    | Regular donations of excess food from Cfine continue.<br>Funding from NHI has now been used and there is a<br>possibility of applying for further funding once the report and<br>paperwork are completed.  |         |
|                                 | 250+ Facebook members.   |         |
| Culbokie<br>Community<br>Market | The August market was well supported and the café was busier than usual.   |         |
| Woods Group                     | No further update  |         |
| History Group                   | No further update  |         |
| Village Clean<br>and Tidy       | Lynn Bremner has volunteered to look after the planters and area at the pump. She has already replanted them with autumn plants and herbs.   | Marilyn |
| BI Partnership                  | The AGM was held on 28 Aug and included a presentation on<br>the updated outline plan. Two more public meetings are<br>planned and BIP are arranging to meet with local groups on<br>the wider Black Isle plan.  | Alison  |
| Finance/ Admin                  | <b>Finance report</b> - Jillian reported that the current bank balances at 03/09/23 are: £ 32,369.92 in the CCT current account and £198,980.76 in the deposit account.  |         |
|                                 | Taking account of grants received in advance and other committed funds the available current account balance at 03/09/23 is £14,712.47   |         |
|                                 | <b>Donation</b> CCT has been fortunate to receive a donation of £75,000 from the legacy of a local resident, with the stipulation that the monies be used to support the superstructure of the Glascairn Café Project. The Board sent grateful thanks to the family. |         |

|                                  | Agreed expenditure – The Board agreed the following:<br>DTAS membership £50<br>Unauthorised expenditure – none   |              |
|----------------------------------|--|--------------|
|                                  | Admin:   |              |
|                                  | <ul> <li>The Board agreed to approve the amended policies:</li> <li>Child Protection Policy</li> <li>Protection of Vulnerable Adults Policy</li> <li>Fair Work First Statement – required for public sector grant applications</li> </ul>  | Marilyn      |
| Communications<br>and Membership | <ul> <li>Membership report – There were no new members this month but some memberships were updated/amended. There are 283 full members, 11 junior members of CCT plus 62 associates, and 4 associate organisations.</li> <li>Total membership now 360</li> </ul>  |              |
|                                  | <b>Friends of CCT</b> – The paperwork is being finalised with a view to launching the scheme later in September  | Alison       |
|                                  | Migration- Dropbox to MS 365 - ongoing.  | Seb          |
| AOCB                             | <ul> <li>The Wee Bus – Community Transport Grants – The Board has been approached by FCC to apply for a grant to run the Wee Bus at evenings and weekends when volunteer drivers cover any requests. Following lengthy discussion The Board agreed, with regret, that due to the current capacity it would not be possible to take this forward at this time.</li> <li>Asset Register – As there are now a number of CCT assets such as the container, equipment, Sharing Shed etc there should be an Asset Register including costs and dates of purchase. This will be created and held in Dropbox.</li> </ul> | Paul<br>Paul |
| Dates of next<br>Meetings        | Mon 2 Oct – Alison's- 7.15pm<br>Mon 27 Nov   |              |