

**Minute of the Board Meeting of Culbokie Community Trust on  
Tuesday 19<sup>th</sup> March 2024 by Teams**

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

**Apologies:** Jillian MacKenzie, Aileen Wilson

<b>Item</b>	<b>Discussion</b>	<b>Action</b>
Office bearers	<p>Following the recent changes from the AGM the Board agreed that the following office bearers will continue in their roles for 2024:</p> <p>Chairperson – Paul Wadge  Vice Chairperson – Alison Petch  Company secretary – Jillian Munro  Treasurer – Jillian Munro</p> <p>Other roles are:  Minute secretary – Marilyn Richards  Membership secretary – Jo Dymock</p> <p>IT issues – Bob Neish  Website coordinator – Julie Shortreed</p>	
Minutes of last meetings	13/02/24 Approved as a correct record. Proposed by Penny and seconded by Alison	
Matters Arising not on main agenda	None	
Glascairn Community Project Update	<p><b>The Space</b>  The planning application and building warrant have been submitted. Grants have been claimed from THC and HIE. There was a small overspend of £600 agreed by the board due to a change in the footprint.</p> <p><b>Toilets/Volunteer base</b>  Groundworks completion has been delayed due to changes in routing the electricity connection by SSE and heating pipework.  The tender from Simpsons Builders was the preferred bidder for the superstructure.  Some grant applications totalling approx. £95k have been successful.  Other grant applications are ongoing.</p> <p><b>EV Charge point</b>  Parking bays are complete.  Connections have been delayed and completion is now expected by end March.</p>	Working group

	<p><b>Culbokie Green</b></p> <ul style="list-style-type: none"> <li>• Pollinator bed has been designed and the plant schedule is expected soon.</li> <li>• Options are being considered to address the H&amp;S issue with the ground area around the climbing logs. The risk of any accident is low.</li> </ul> <p><b>Coronation Tree</b> The event will take place on Fri 10<sup>th</sup> May at 2pm. Formal invitations and a poster are being prepared and refreshments are planned.</p>	
Active Travel Project	A meeting is being held on 25 <sup>th</sup> March	
CCCC - update	Regular rides continue and publicity is being prepared to advertise opportunities to join rides etc.	
Fundraising	<p><b>2024 Calendar</b> – some monies are still outstanding and this is being followed up.</p> <p><b>Meet the Author</b> – Sat 13<sup>th</sup> April- Ian Rankin interviewed by Neil Lancaster. All tickets have been sold. 2 most recent books for each author will be on sale at the event. There will be refreshments, and a raffle supported by local businesses.</p> <p><b>Food Festival 2024</b> – funding has been granted by Glenwyvis Goodwill Fund and will pay for a marquee and banners. The programme is being prepared, including demonstrations. Feis the Music have agreed to play during the event.</p> <p><b>Terms of Reference</b> – a draft will be provided for the next meeting.</p>	
Sharing Shed	<p>Donations via Fortrose Masonic Lodge have been received this month and Cfine continue to deliver excess food items about every 2 weeks. Other donations appear daily and items are recycled quickly.</p> <p>280+ Facebook members.</p>	
Culbokie Community Market	Feb market was busy and well supported but there were fewer stallholders in March. The café is getting a bit busier making £100+ each month.	
Woods Group	An orienteering post has disappeared during recent felling. This is being followed up.	
History Group	<p>Teanagain Henge received its bi-annual tidy up, with support of NOSAS, in February.</p> <p>A search facility is being developed to allow in depth access to the content of many documents throughout the site which will be helpful to those researching Culbokie History.</p>	

Village Clean and Tidy	The pillars beside the pump will be painted as soon as possible.	Richard
BI Partnership	The Black Isle Local Place Plan – Agreement on the arrangements for Governance is proving difficult. Alison will attend the next meeting.	Alison
Finance/ Admin	<p><b>Finance report</b> - Jillian reported that the current bank balances at 18/03/24 are: £34,844.29 in the CCT current account and £199,944.39 in the deposit account.</p> <p>Taking account of grants received in advance and other committed funds the available current account balance at 18/03/24 is a conservative estimate of £6,609.20</p> <p><b>Agreed expenditure</b> – 3<sup>rd</sup> party contribution of £4,474.13 was agreed from the savings account to secure the release of a £50k grant from EBScotland</p> <p><b>Unauthorised expenditure</b> – none</p> <p><b>Admin:</b></p> <p>a. <b>New Policy</b> Equality, Diversity and Inclusion Policy - was agreed by the Board on 4<sup>th</sup> March 2024 and has been added to the website.</p> <p>b. <b>AGM</b> Mon 26 Feb 2024 7pm at Culbokie Church Centre Many thanks to the speaker - Dennis Overton. The meeting was reasonably well attended and there were many questions for Dennis. He raised some interesting and useful points which will be followed up.</p>	=
Communications and Membership	<p><b>Membership report</b> – There was one new full member and 4 new associate members this month. Together with other changes, there are 293 full members, 11 junior members of CCT plus 73 associates, and 5 associate organisations.</p> <p>Total membership now 382</p> <p><b>Friends of CCT</b> –The promotional video is progressing.</p>	Alison
AOCB	None	
Dates of next Meetings	Tues 30 April 2024 by Teams Tues 11 June	