

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

**Tuesday 13<sup>th</sup> August 2024 in person**

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

**Apologies:** Richard Fyfe, Jillian MacKenzie, Mark Douglas, Aileen Wilson

Item	Discussion	Action
Minutes of last meetings	18/06/24 Approved as a correct record. Proposed by Penny and seconded by Angie	
Matters Arising not on main agenda	Card reader – no further information on rates and use by charities	
Glascairn Community Project Update	<p><b>The Space</b> Planning consent and building warrant are now in place.</p> <p><b>Toilets/Volunteer base (with enabling works for café servicing)</b> SSEN connection no date for the connection yet. Scottish Water – inspection date 20<sup>th</sup> August. Connection expected thereafter. Building is progressing well. Completion is due at the end of Dec. Fitting out the Potting shed will be needed and a draft design has been prepared. Aim to keep costs low by using recycled materials.</p> <p><b>Management of the toilet block</b> – A management plan is needed and an application will be made to Highland Comfort Scheme to help cover revenue costs.</p> <p><b>Culbokie Green</b></p> <ul style="list-style-type: none"> <li>• More areas have been cut and the SUDS track has been treated with a natural weedkiller solution.</li> <li>• Green roof on the Shelter has not taken well and will be inspected.</li> <li>• The building site area will need some maintenance and the Board approved seeking quotes to help with this work.</li> <li>• Annual meadow cutting will begin on Sat 31<sup>st</sup> Aug.</li> <li>• Highlife Highland bee ID course was very successful with 16 participants.</li> <li>• Tulloch Homes have been contacted re the management of the SUDS area. No reply as yet.</li> </ul> <p><b>Halloween event</b> – possible Sat 26<sup>th</sup> Oct. A few folk have indicated that they would be interested in helping to organise an event. A grant application has been submitted to support the community event, which was very well supported in 2023.</p>	<p>Project Team</p> <p>Board</p> <p>Penny</p>

Active Travel Project	20mph zone now in operation through the village. No further update on the project.	
CCCC - update	Regular rides continue.	
Fundraising	<p><b>Food Festival 2024</b> – a number of sponsors are supporting the event. There will be a Family Treasure Hunt, Raffle and a prize draw, tea tent, a range of demonstrations will be on offer and a wide range of food items available from stallholders.</p> <p>Sarah Rankin on Fri 23<sup>rd</sup> August evening – some tickets have been sold but last minute promotion is planned. Through the media and newsletter.</p> <p><b>Black Isle Calendar 2025</b> – promotion and orders will begin at the Market Sat 17<sup>th</sup> Aug</p> <p><b>Terms of Reference</b> – final version to be circulated before the next meeting.</p>	Alison /Angie
Sharing Shed	<p>Local donations and deliveries from Fareshare have continued throughout the holidays.</p> <p>290+ Facebook members.</p>	
Culbokie Community Market	The July Market was much quieter than usual with many stallholders on holiday. August promises a much busier market.	
Woods Group	No update	
History Group	“Tomorrow's History” page now includes how the Community coped with Lockdown and developed a lasting memento of that time with the creation of the <i>Culbokie Lockdown Quilt</i> .	
Village Clean and Tidy	The pillars beside the pump are still to be painted.	Richard
BI Partnership	The Black Isle Local Place Plan – no further update	Alison
Finance/ Admin	<p><b>Finance report</b> - Jillian reported that the current bank balances at 31/07/24 are: £48,294.74 in the CCT current account and at 18/06/24 £196,784.14 in the deposit account.</p> <p>Taking account of grants received in advance and other committed funds the available current account balance at 31/07/24 is estimated at <b>£14,631.74</b>.</p> <p><b>Agreed expenditure</b> – the Board agreed to allocate £425 towards the First Aid course from a previous grant underspend.</p> <p><b>Unauthorised expenditure</b> – Green Team sign £26.40 was approved by the Board</p> <p><b>Admin: AGM speaker</b> – there was a brief discussion about possible speakers for the next AGM.</p>	ALL

Communications and Membership	<p><b>Membership report</b> – There was one new full member this month. Together with other changes, there are 295 full members, 11 junior members of CCT plus 74 associates, and 5 associate organisations.</p> <p>Total membership now 385</p> <p><b>Friends of CCT</b> –The promotional video, information for the website and a letter have been prepared. The launch is now planned for early September.</p>	Alison
AOCB	<ul style="list-style-type: none"> <li>• <b>Library of Things, TBI</b> – this is now going ahead but CCT has not opted in at present.</li> <li>• <b>Strengthening the Board</b> – discussion on an advertising and recruitment campaign to bring in more working members onto Project Management Team, Board and more key volunteers.</li> </ul> <p><b>Suggestions:</b></p> <ul style="list-style-type: none"> <li>• creating a leaflet and doing a leaflet drop to every home in the village.</li> <li>• having a stall next to the shop to listen to what the community has to say on what we have done/are doing, to explain what we are currently doing and to recruit more people to help.</li> </ul>	Penny  Board
Dates of next Meetings	Tues 24 Sept. Tues 12 Nov	