

Minute of the Board Meeting of Culbokie Community Trust on

Tuesday 24th September 2024 in person

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

Apologies: Richard Fyfe, Jillian MacKenzie, Aileen Wilson, Andrew Rose

Item	Discussion	Action
Minutes of last meetings	13/08/24 Approved as a correct record. Proposed by Alison and seconded by Angie	
Matters Arising not on main agenda	None	
Glascairn Community Project Update	<p>The Space Funding is now in place for tendering. An initial meeting has been set up to progress this.</p> <p>Toilets/Volunteer base (with enabling works for café servicing) The build is progressing well. SSEN connection being followed up. Scottish Water – connection completed 7th Sept. A management plan for the toilets is being developed. The application to the Highland Comfort Scheme was unsuccessful due to being oversubscribed this year.</p> <p>Culbokie Green</p> <ul style="list-style-type: none"> • Green team attract 6-10 folk each week. • SUDS basin has been cut by Tullochs prior to handover to Scottish Water. • Higher Ground has cleared most of the growth on the building site • Discussion is ongoing with Sam Harrison re the green roof on the Shelter as some remedial action is needed. • A meeting was held with two concerned residents on the overall management of the Green, in order to address concerns and maintain a balance with meadow and mowed areas. • The annual meadow cut is ongoing. <p>Halloween event – Sat 26th Oct 4-6pm. A small group of volunteers is organising activities, food etc. with support from Board members. A grant of £300 has been received.</p>	<p style="text-align: center;">Project Team</p> <p style="text-align: center;">Board</p> <p style="text-align: center;">Penny</p>
Active Travel Project	No further update on the project.	
CCCC - update	First Aid course booked for 23 Nov. 8 participants booked to date.	

Fundraising	<p>Food Festival 2024 – very well attended and successful event with all the demonstration places filled. Great atmosphere on a fine day. Thanks to the Fundraising team, volunteers for all their work, and Feis the Music for playing.</p> <p>Final profit: £4,582.42.</p> <p>Sarah Rankin on Fri 23rd August evening – very well attended and enjoyed by all.</p> <p>There is a possibility of a chef demonstration in late Nov or Spring 2025.</p> <p>Black Isle Calendar 2025 – now printed and on sale in 3 local outlets and at the Community Market. There are 14 sponsors this time.</p> <p>Terms of Reference – final version was discussed and approved by the Board. Layout will be finalised and go back the Fundraising group for checking.</p>	Alison /Angie
Sharing Shed	<p>Well supported and popular with all ages. Food items continue to be donated locally plus plenty of excess garden produce recently. Culbokie Primary will be collecting at the end of each month this year. The grant from NHI has now been used but the monetary donations collected since January provide enough funding to continue the food top-ups each week until the end of the year.</p> <p>300+ Facebook members.</p>	
Culbokie Community Market	<p>The August market was reasonably busy, and September was very busy with several new stallholders. Ray from Highland Prime retired after coming every week since 2019. He was thanked and good wishes were given by stallholders and customers alike. He will be missed.</p>	
Woods Group	<p>Some paths are becoming overgrown and a work party is needed to clear them. An organiser for this has not found yet.</p>	
History Group	<p>As Culbokie moves to fibre phone connection, some information on the phone exchange going digital in 1994 has been added, prefixing 877 to all 3 digit Culbokie numbers at the time.</p>	
Village Clean and Tidy	<p>The pillars beside the pump are still to be painted.</p>	Richard
BI Partnership	<p>The Black Isle Local Place Plan has now been submitted following completion of the necessary paperwork etc. to ensure the BIP is a fully constituted organisation. BIP AGM will be held on 20th November.</p>	Alison
Finance/ Admin	<p>Finance report - Jillian reported that the current bank balances at 38/08/24 are: £39,427.41 in the CCT current account and at 09/09/24 £192,533.15 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 £17,113.21.</p> <p>Agreed expenditure – Payment of £120 to Higher Ground to complete some clearing work at the Glascairn site was agreed by the Board.</p> <p>Unauthorised expenditure – None</p> <p>Admin: AGM – will be held in Feb 2025 date tbc</p> <p>Strengthening the Board – the Board agreed to progress activities:</p> <ul style="list-style-type: none"> • Flyer to recruit Board members • Leaflet to every household • Plan an information event 	Penny Paul/ Marilyn
Communications and Membership	<p>Membership report – There was one new full member this month. Together with other changes, there are 296 full members, 11 junior members of CCT plus 74 associates, and 5 associate organisations. Total membership now 386</p> <p>Friends of CCT –The promotional video, information for the website etc have now been made available on the website.</p> <p>Newsletter subscribers – The Board agreed that a list should be created for those who would like to receive the newsletter/information and are not members. This will be advertised and a ‘subscribers’ page added to the membership register.</p>	Alison
AOCB	None	
Dates of next Meetings	Tues 12 Nov Tues 10 Dec	