

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

**Tuesday 12<sup>th</sup> November 2024 in person**

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

**Apologies:** Jillian MacKenzie, Penny Edwards, Andrew Rose

Item	Discussion	Action
Minutes of last meetings	24/09/24 Approved as a correct record. Proposed by Mark and seconded by Angie	
Matters Arising not on main agenda	None	
Glascairn Community Project Update	<p><b>The Space</b> Firm costs for this part of the development are expected in early 2025. Development is dependent on accessing suitable grant funding, which is becoming increasingly difficult to obtain in the current financial climate.</p> <p><b>Toilets/Volunteer base (with enabling works for café servicing)</b> Completion is expected by mid-Dec. SSEN has now provided the connection. The Board approved an additional cost of approx. £400 for the meter installation. Fit out will be completed by Simpsons. A management plan for the toilets is being developed and 2 grant applications have been submitted. The path to the EV charge point/car park has still to be funded and completed. Grants are being sought for this.</p> <p><b>Culbokie Green</b></p> <ul style="list-style-type: none"> <li>• Regular weekly sessions are ongoing</li> <li>• Remedial work around the climbing logs: The issues and options in the Culbokie Green Paper were discussed. It was agreed that, in an area of 1.5m radius around each log, we would remove turf, fork over area to a 3-4" dept and remove large stones, top up with an inch or two of topsoil and replace turfs. This would be proportionate action to reduce the risks arising from falls in the area</li> </ul> <p><b>Halloween event – Sat 26<sup>th</sup> Oct 4-6pm.</b> Due to poor weather the event took place in Findon Hall. Approx. 120 folk (including about 60 children) attended and joined in the fun with storytelling, creepy crafts, spooky spells, gross hands, pumpkins and fancy dress. Mickey Mouse came along to lead the parade and give out prizes. Soup, bread, mulled apple juice and apple bites were provided.</p>	Project Team

	Thanks to all the volunteers for making the event so enjoyable.	
Active Travel Project	No further update on the project.	
CCCC - update	First Aid course booked for 23 Nov. Final list of participants tbc.  Regular rides are now fortnightly.	
Fundraising	<b>Black Isle Calendar 2025</b> – calendars are selling steadily with half already sold.  <b>Market</b> - Christmas cake draw will take place at the 21 <sup>st</sup> Dec market. Thanks to Fiona for making the cake.  <b>Terms of Reference</b> – final version will be provided at the Dec meeting.	Alison /Angie
Sharing Shed	A request for comments to help support the next funding application has provided some really positive and helpful feedback. The notes have clearly been written but folk of all ages.  300+ Facebook members.	
Culbokie Community Market	The Nov market is fully booked with a few new stalls giving folk a chance to buy or order items for Christmas and promises to be busy.	
Woods Group	No further update.	
History Group	The report on a recent inspection of Teanagairn Henge is available on the website. An old copy of The Noticeboard has provided some interesting information.	
Village Clean and Tidy	The pillars beside the pump have now been painted.	
BI Partnership	BIP AGM will be held on 26 <sup>th</sup> November. Several options were being proposed. The Board agreed that the preference is to wind up BIP and distribute any assets.	Alison
Finance/ Admin	<b>Finance report</b> - Jillian reported that the current bank balances at 31/10/24 are: £93,035.80 in the CCT current account £123,172.12 in the deposit account. £69K will be transferred back into the savings account once sufficient of the grant monies have been received.  Taking account of grants received in advance and other committed funds the available current account balance at 31/10/24 is estimated at approx. <b>£16, 000</b> .  <b>Agreed expenditure</b> – Hostworld subscription £28.80  <b>Unauthorised expenditure</b> – Water charges that will be reclaimed each year were approved.	

	<p><b>Admin: AGM</b> – will be held in Mon 24 Feb 2025 in Culbokie Church Centre and will be used to provide an update and information on developments at the Glascairn site. The report will be prepared by 10<sup>th</sup> January and other paperwork ready for distribution to members by mid-February. A poster will be created.</p> <p><b>Strengthening the Board – ‘Learn about us’ – event:</b></p> <ul style="list-style-type: none"> <li>• A draft flyer was agreed</li> <li>• Printing cost £90 agreed by the Board</li> <li>• Also, membership form, friends form and info on joining the Board will be printed ready for the info event</li> <li>• Stand at Culbokie Spar – 11<sup>th</sup> Dec 1100-1400 and 14<sup>th</sup> Dec 0900-1200</li> <li>• Leaflet to be distributed to every household</li> <li>• A rota for manning the stand will be arranged</li> </ul> <p><b>Christmas cards</b> – the list of volunteers has been finalised and cards will be ready for distribution at the next Board meeting</p> <p><b>Policy</b> – A Reserves Policy will be needed as the site develops to ensure funds are retained to cover ongoing costs.</p>	<p>Richard</p> <p>All</p> <p>Paul/ Mark/ Marilyn/ Alison</p> <p>Angie/ Marilyn</p> <p>Marilyn/ Jillian</p>
Communications and Membership	<p><b>Membership report</b> – There were 2 new associate members this month. Together with other changes, there are 296 full members, 11 junior members of CCT plus 76 associates, and 5 associate organisations.</p> <p>Total membership now 388</p> <p><b>Friends of CCT</b> –One new Friend of CCT has signed up.</p> <p><b>Newsletter subscribers</b> – the opportunity to join this list will be available at the ‘Learn about us’ event.</p>	<p>Alison</p>
AOCB	Following the suggestion of a member, event photos will be made available on the website.	Alison
Dates of next Meetings	Tues 10 Dec Tues 21 Jan – including preparation for the AGM	