

Minute of the Board Meeting of Culbokie Community Trust on

Tuesday 10th December 2024 by teams

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

Apologies: Jillian MacKenzie, Mark Douglas, Andrew Rose

Item	Discussion	Action
Minutes of last meetings	12/11/24 Approved as a correct record. Proposed by Alison and seconded by Angie	
Matters Arising not on main agenda	None	
Glascairn Community Project Update	<p>General The non-material variation covering the site layout has been approved. VAT report – A draft has been received and a provisional date has been agreed to discuss the report and agree next steps.</p> <p>The Space A small group has formed to take forward this development project. Tender documents are being prepared. HIE has indicated an interest in supporting this project, but this will be dependent on securing other funding and sources for this are few at this time.</p> <p>Toilets/Volunteer base (with enabling works for café servicing) Completion is now expected in Jan/Feb 2025. The electricity provider, E.On, will now provide the meter. 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 and the fit out of the potting shed are now covered by grants. Grants are being sought to cover running costs. Donations for toilet use will include cash, Paypal and card.</p> <p>A cleaner has still to be found.</p> <p>Culbokie Green</p> <ul style="list-style-type: none"> • Green Team leader rota is working well. • Remedial work around the climbing logs: Awaiting a quote. Funding from WDF may cover this. <p>Christmas on the Green – Sat 20th Dec 4-6pm. A chance for the volunteers and others to get together for mince pies and a drink. The Board agreed a budget of £20 for the event.</p>	<p>Paul</p> <p>Penny/ Alison/ Lesley</p> <p>Project Team</p> <p>Richard</p>

Active Travel Project	Funding has been delayed by the Government position on such projects.	
CCCC - update	First Aid course – 8 have now been trained. Members are being encouraged to participate and monthly rides on 3 rd Sat each month to end at the Market and café are planned for 2025.	
Fundraising	<p>Black Isle Calendar 2025 – most calendars have been sold with over £700 profit to date.</p> <p>Food and Drink Festival – the fundraising focus will be on planning this event for 2025</p> <p>Terms of Reference – final version was agreed, ratified by the Board and will be uploaded onto the website.</p>	Angie Marilyn
Sharing Shed	<p>Another application has been submitted to NHI for £1000 to cover basic food items for 2025. Culbokie Primary collected and donated toys. These have been snapped up quickly. Other Christmas items have also been popular.</p> <p>300+ Facebook members.</p>	
Culbokie Community Market	<p>The Nov market was very busy both for stallholders and the café. The Dec market is fully booked and promises to be another successful day.</p> <p>Flyers with dates for 2025 for all BI Markets have been delivered to every household.</p>	
Woods Group	No further update.	
History Group	The details of the “Planning for Real” consultation exercise conducted in July 1999 are now available through the website. The significance of this exercise is that it continues to influence Highland Council's plans for the Community Council area and it influenced the creation of the Culbokie Community Trust.	
Village Clean and Tidy	No update.	
BI Partnership	<p>BIP AGM was held on 26th November.</p> <p>Board members are in abeyance.</p> <p>The results of the AGM to be requested.</p>	Alison
Finance/ Admin	<p>Finance report - Jillian reported that the current bank balances at 30/11/24 are: £70,762.04 in the CCT current account £192,797.04 in the deposit account.</p> <p>Building costs and grant payments are ongoing as the toilets and potting shed are nearing completion.</p> <p>Agreed expenditure – None</p> <p>Unauthorised expenditure – None</p>	

	<p>Review of proposed grant applications – the Board agreed that where there are several projects seeking funding from any provider, the decision will depend on need and likelihood of success.</p> <p>Admin: AGM – Mon 24th Feb 7pm Report sections to be with Paul by end Dec and will be prepared by 10th January. Presentation: 4 Themes using photos</p> <ul style="list-style-type: none"> • Toilet and potting shed • The Green • Plans for the Space • Aspirations for the café <p>A poster will be created for mid Jan.</p> <p>Strengthening the Board – ‘Learn about us’ – event:</p> <ul style="list-style-type: none"> • The event will take place at Culbokie Spar – 11th Dec 1100-1400 and 14th Dec 0900-1200 • Leaflets were distributed to every household • A rota for manning the stand has been arranged • Paperwork has been prepared <p>Christmas cards – all cards are be ready for distribution and are being delivered before Christmas.</p> <p>Policy – A Reserves Policy – further discussion in Jan 2025.</p>	<p>All</p> <p>Paul</p> <p>Alison</p>
<p>Communications and Membership</p>	<p>Membership report – There was 1 new member this month. Together with other changes, there are 297 full members, 11 junior members of CCT plus 76 associates, and 5 associate organisations.</p> <p>Total membership now 389</p> <p>Friends of CCT – No new Friends</p>	
<p>AOCB</p>	<p>None</p>	
<p>Dates of next Meetings</p>	<p>Tues 21 Jan 2025 – including preparation for the AGM Tues 18 March</p>	