

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

**Tuesday 21<sup>st</sup> January 2025 by teams**

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

**Apologies:** Jillian MacKenzie, Alison Petch

Item	Discussion	Action
Minutes of last meetings	10/12/24 Approved as a correct record. Proposed by Paul and seconded by Penny	
Matters Arising not on main agenda	CCT Website – all responsible should ensure that the website contains the most up-to-date information.	
	<p><b>The Space</b> Tender documents have been issued with bids expected. VAT/Governance are still being investigated.</p> <p><b>Toilets/Volunteer base (with enabling works for café servicing)</b> Electrical supply is now operational and final works are being completed. Handover expected 24<sup>th</sup> Jan. A bin store has been installed. A timer lock for open/close is being investigated. The path to the EV charge point/car park has been installed along with signage. Cleaning arrangements are still to be finalised. A volunteer rota for daily checks has to be agreed.</p> <p>The Green Team plan to move into the Potting Shed over the next few weeks.</p> <p><b>Culbokie Green</b></p> <ul style="list-style-type: none"> <li>• Remedial work around the climbing logs has started</li> <li>• Other maintenance work has been discussed</li> <li>• Bulbs and extra plants have been completed by BI Garden Design</li> <li>• Signs have been prepared for the pollinator bed.</li> <li>• Shelter roof improvement scheduled for 30<sup>th</sup> March</li> <li>• Possibility of an Easter Egg hunt – Sat 19<sup>th</sup> April</li> </ul> <p>The Board approved a budget of up to £750 to fund signage, topsoil and seeds.</p> <p><b>Storage</b> The Shipping Container will no longer be needed. Disposal arrangements are being explored, locally if possible.</p> <p><b>Christmas on the Green</b> – Sat 20<sup>th</sup> Dec 4-6pm. The event went well with 25-30 folk attending.</p>	<p>Penny/ Alison/ Lesley</p> <p>Richard</p>
Active Travel Project	No further update	

CCCC - update	The first monthly ride on 3 <sup>rd</sup> Sat each month to end at the Market and café took place on 18 <sup>th</sup> Jan. Other rides continue.	
Fundraising	<p><b>Black Isle Calendar 2025</b> – almost all calendars have been sold with over £940 profit to date.</p> <p>Christmas cake raffle at the Dec Market raised £120.</p> <p><b>Food and Drink Festival</b> planned for Sat 6<sup>th</sup> Sept 2025. A grant application has been made for 2 small marquees to provide more covered space and flexibility for the event. Sponsors and more volunteers are being sought.</p>	
Sharing Shed	<p>The application to NHI for £1000 was successful, allowing the provision of a wider variety of non-perishable food items to continue during 2025. Other donations and deliveries from Fairshare continue.</p> <p>More storage for food and excess items will be investigated as it is unlikely that the Sharing Shed will move to Glascairn in the coming year.</p> <p>300+ Facebook members.</p>	Marilyn
Culbokie Community Market	The Dec market was very busy both for stallholders and the café. The Jan market was much quieter with only 13 stalls and so made a loss of £70. The café was busier than expected. Feb café will be run by the Samaritans.	
Woods Group	No further update.	
History Group	A story and photos of snow clearing in 1930s and in 1945 have been added to the website.	
Village Clean and Tidy	No update.	
BI Partnership	No further update	Alison
Finance/ Admin	<p><b>Finance report</b> - Jillian reported that the current bank balances at 31/12/24 are: £54,428.94 in the CCT current account £192,925.89 in the deposit account.</p> <p>Building costs and grant payments are ongoing.</p> <p><b>Agreed expenditure</b> – Spanglefish £39.95 annually for the History Website.</p> <p>The Insurance quote for the Toilet Block and Potting shed at £600 was agreed by the Board.</p> <p><b>Unauthorised expenditure</b> – None</p> <p><b>Admin: AGM – Mon 24<sup>th</sup> Feb 7pm</b></p> <p>The draft report has been completed. The full accounts and report plus all the associated paperwork will be issued by 3<sup>rd</sup> Feb.</p>	Paul/ Marilyn

	<p>A poster has been created and the AGM has been advertised. The Themes and speakers have been agreed. Refreshments will be served.</p> <p><b>Strengthening the Board – ‘Learn about us’ – event:</b> The weather was kind and many folk showed an interest with 12 new full and 5 new associate members signing up to receive information. Several were already members and others expressed an interest in volunteering. Only 2 people expressed negative views on the development.</p> <p><b>Policy – A Reserves Policy –</b> it was agreed that this was needed and a draft to be developed.</p>	<p>All</p> <p>Marilyn/ Alison</p>
Communications and Membership	<p><b>Membership report</b> – There were 13 new full and 5 new associate members this month. Together with other changes, there are 310 full members, 11 junior members of CCT plus 81 associates, and 5 associate organisations.</p> <p>Total membership now 407</p> <p><b>Friends of CCT</b> – One new Friend</p>	
AOCB	<p><b>CCT Response to FCC on Community Benefits from Onshore Wind Developments</b> Board members should send individual comments to FCC. Following a brief discussion Paul will also draft a CCT response.</p>	Paul
Dates of next Meetings	<p>Tues 18 March including appointment of office Bearers. Tues 29 April</p>	