

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

**Tuesday 8<sup>th</sup> July 2025 by teams**

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

**Apologies:** Jillian MacKenzie, Alison Petch

Item	Discussion	Action
Minutes of last meetings	29/04/25 Approved as a correct record. Proposed by Penny and seconded by Catherine	
Matters Arising not on main agenda	Risk Register – is now in Dropbox	
Glascairn Community Project	<p><b>The Space</b> Working group is pursuing all avenues for funding. Design amendments to accommodate and anchor tenant is approx. £2000. Support from HIE has been confirmed.</p> <p><b>Toilets/Potting Shed</b> Opened on 20<sup>th</sup> May. There are still a few snagging issues to be resolved. Donation point sign has been installed and road signs have been commissioned. A grant of £1,895 from NHI towards the running costs has been awarded. The Potting shed is a massive help to the Green Team.</p> <p><b>Culbokie Green</b></p> <ul style="list-style-type: none"> <li>• Higher Ground have cut area next to the building site.</li> <li>• Glen Wyvis grant application for additional tools and replacement plants in the pollinator bed was successful</li> <li>• Parks4Life awarded £1000 to support costs for 3 events on the Green over the next 6 months. The first being Games on the Green on 9<sup>th</sup> Aug.</li> <li>• £500 gift card from Simpson's Garden Centre under their Project Garden 25 scheme has been received.</li> <li>• SUDS track has been treated to manage weeds as no confirmation of transfer to Scottish Water has been received.</li> <li>• The container has been sold and removed.</li> </ul>	Penny/ Alison/ Lesley
Active Travel Project	A THC met with 3 tenderers at the end of May. The contract will be awarded by the end of July, although the work will not start until Scottish Water works have been completed.	
CCCC - update	Regular rides continue.	

Fundraising	<p><b>Food and Drink Festival</b> is booked for Sat 6<sup>th</sup> Sept 2025. So far there are 28 stalls, 6 demonstrations and a workshop.</p> <p><b>2026 Calendar</b> – BI Photo Competition – there were 44 photos submitted and 13 have been selected for the wall calendar.</p> <p><b>CCT website proposals</b> – the Board approved the changes, in principle, to bring fundraising more to the fore. The working group will bring final proposals to the next meeting.</p>	
Sharing Shed	<p>The annual spring cleaning/painting took place in mid-May. Regular deliveries from Fareshare continue. Donations continue and a variety of excess produce, plants etc from local gardeners have been snapped up quickly.</p> <p>330+ Facebook members.</p>	
Culbokie Community Market	The May and June markets were fairly busy with stalls but less so with customers in June as there were other events on in the area.	
Woods Group	No further update.	
History Group	Dingwall Museum 50 <sup>th</sup> Anniversary outreach event is planned for Sat 8 <sup>th</sup> Nov.	
Village Clean and Tidy	A key safe is now in place for dog poo volunteers to access the locked bins to deposit waste.	Catherine
Finance/ Admin	<p><b>Finance report</b> - Jillian reported that the current bank balances at 30/06/25 are: £48,451.78 in the CCT current account £193,857.49 in the deposit account. £26,051.96 is available.</p> <p><b>Agreed expenditure – None</b></p> <p><b>Unauthorised expenditure – None</b></p> <p><b>Admin: None</b></p>	
Communications and Membership	<p><b>Membership report</b> – There were 2 new full members and 1 associate member this month. There are 313 full members, 11 junior members of CCT plus 82 associates, and 5 associate organisations. Total membership is 411</p> <p><b>Friends of CCT</b> – No new Friends</p>	
AOCB	<p>UKSPF – the request for interview has taken place</p> <p>Volunteers – the Board discussed possible options for increasing the number of volunteers and in particular for the market and Sharing Shed. A more central storage facility for food etc for the Sharing Shed was also discussed.</p>	

Dates of next Meetings	Tues 19 <sup>th</sup> August Tues 30 <sup>th</sup> September	
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