

**THE FINDHORN VILLAGE CONSERVATION COMPANY**  
**DIRECTORS MEETING ON TUESDAY 07 AUGUST 2018**

**PRESENT**

Frank Allan (FA), Jo Harris (JH), Nicole Edmonds (NE) Neil Robertson (NR), Sam Russell (SR), Donald Watson (DW), Cathy Low (CL), Mo Hyde (MH), Christine Hunt (CH),

**APOLOGIES:** Sarah Theman (ST), Marjory Barber (MB),

		Action By
	David Maclean, Armstrong Garage Development Officer, was unable to attend Board Meeting. No report provided for July.	
1.	<b>DECLARATION OF INTEREST</b> None	
2	<b>MINUTES OF LAST MEETING</b> These were accepted. Proposed: DW Seconded: SR	
3	<b>MATTERS ARISING NOT ON AGENDA</b> Action List on Google Drive Updated	
4	Correspondence – see attached correspondence list	
4.1	Correspondence not addressed as in an Agenda item requiring action  Report and invoice from students carrying out parking project - invoice passed to Neil for payment  Parking space request – passed to Development Officer  Email re meeting to discuss suggestions on how FVCC could raise money. CL to email back to arrange date/time and to ask for an overview of what he would like to discuss	NR  DMcL  CL
5	<b>Treasurer's Report</b> <i>TFVCC annual accounts are available on TFVCC website</i>	
6	<b>Vice Chairman</b> CH is willing to be Vice Chairman – unanimous agreement by Board	
7	<b>Car Parks</b>	
7.1	Continue to collect and monitor. Positive feedback from users of the parking area.	
7.2	<b>Annual Parking Permit/Friend of Findhorn Parking sticker</b> There has been a lot of interest from locals and visitors. ST provided the board with estimates for stickers varying from £42 - £90. It was agreed that for 2018 we sent them a thank you letter for their donation for parking and a small laminated card. Advert to go onto website inviting people to contact us via email for day parking with name, address and vehicle registrations - £15 per year. ST to do. Also ask them to pay via Direct Debit so that it is renewed each year.	ST
7.3	<b>Management/keys to honest box/comments and feedback</b> A Board member has had an issue but all others no issues. No change to honesty box locking system. Spare key to be left at Findhorn Village Centre (FVC) when FA is away.	
7.4	<b>Vehicles Accessing Grass Area at East Beach Car Park</b> Donald is moving he 'No Parking' sign at the East Beach Car Park to block off vehicle access to the grass area adjacent to disable parking. This will make it more prominent and block access.	DW
7.5	<b>Moray Council – issue with non-licensed caravan park letter</b> Meeting with representatives from Moray Council. Moray Council representatives were very understanding of the situation. Meeting to be arranged with Planning Enforcement Officer, Environmental Health Officer and Planning Development to discuss overnight parking at East	

	<p>and West Beach Car Park on w/c 13 August 2018. Attendees to be agreed once date arranged.</p> <p>CH has carried out research and has been unable to find a motor home policy for Moray Council or Scotland – has found one for Ireland that has some useful information.</p>	CL
7.6/7.7	<p><b>Findhorn and Kinloss Community Council (FKCC)</b> Request from the Forres Gazette for a statement regarding the parking issues in Findhorn – FA provided a statement advising TFVCC also recognised the issues with parking in Findhorn and want to work with other organisations and authorities to try and improve.</p> <p>The Forres Gazette also advise they had received a complaint from FKCC regarding the overnight parking at the Beach Car Park. FA explained the situation and the Forres Gazette printed as stated.</p> <p>The Board were disappointed that the FKCC did not communicate with TFVCC prior to raising issues with the Forres Gazette. They had stated that since the removal of the no overnight parking there has been an increase in litter, dogs running wild and human excrement. Following the publication of the FKCC minutes CL to send letter to FKCC to raise our disappointed and ask them to meet with TFVCC to discuss how we can work better in the future.</p> <p>CH has identified that under Road Traffic Act it is illegal to stay overnight on a public highway – therefore those staying on the front road are doing so illegally</p>	CL
7.8	<p><b>Local MP</b> – has received a complaint about the FVCC allowing overnight parking at the West Beach Car Park. He has a surgery on 16 August in Findhorn. FA will attend plus one.</p>	
7.9	FA distributed Parking collection rota up to October.	
8	<b>Land/Sales/Leases</b>	
<b>8.1</b>	<p>Sylvan Heath Plot Property owner has asked that he be present at during survey and that he receives an unabridged copy of the report. CL to send letter to confirm and advise we will endeavour to notify him of when the surveyor is coming. When date and time agreed NE will notify owner.</p>	<p><u>CL</u></p> <p><u>NE</u></p>
<b>8.2</b>	<p>110 Findhorn – use of land by contractors Agreement of use of land was for during demolishing work only. It has now been over a year and the land has been used as a builder's yard. Letter to be sent to owner to advise on agreement and that it has now gone on for an extended time. Inviting to meet with us to discuss timescales on when the ground will be reinstated.</p> <p>CH advised that the Moray Council has a schedule of charges for land sales/leases. CH to download and bring to next meeting.</p>	<p><u>CL</u></p> <p><u>CH</u></p>
<b>8.3</b>	<p>Calren Ltd -Findhorn Sands Caravan Park Meeting postponed by Calren as not available. CL to contact owners to rearrange, if possible next week. Need to view their map to compare boundaries.</p>	<u>CL</u>
8.4	<p><b>Community Asset Transfer (CAT) North Dunes Toilet Block</b> CL has contacted Moray Council (MC) and they are working on CAT. Moray Council officer has suggested that we look at leasing the toilet block. This can run in parallel to CAT application.</p>	

	<p>It was suggested that we approach MC to ask if they would swap the opening of the toilet blocks – open the one near the beach and close the one on the roadside.</p> <p>CL to approach Bob James to ask for his advice on CAT process.</p>	
8.5	<p><b>Fire Gaps</b>  SR has contacted contractor to visit and provide a quote for the clearing of gorse and undergrowth to provide a fire gap behind the houses that back onto the dunes/gorse land between village and back beach road. Nothing back to date – SR will chase up.</p> <p>Letter received on behalf the residents of Broom Walk, asking what TFVCC are doing about a Fire Gap and offer to provide financial support. CL to respond to advise we are obtaining quotes.</p> <p>If we do have to do this work, there will be a need to fundraise for this</p> <p>CL to contact the Fire Service to ask for their input. There may be a requirement to consult the Village as well.  To be added to September agenda.</p> <p>Also add to agenda review of the risk register – volunteers to come forward at September meeting.</p> <p>FKCC has a resilience plan which identifies contact points and actions in case of an emergency in the Village – e.g. a fire. CL to contact FKCC to ask if they would share plan and work together to have a Village resilience plan.</p>	<p>CL</p> <p>CL</p> <p>CL</p> <p>CL</p>
9	<b>Armstrong Garages</b>	
9.1	<p>Review of David Maclean, Garage Development Officer. David was unable to attend, and no report was provided. CH met with David following June's report and provided him with a work plan. CH to speak with David to ask that his report is sent in the Monday prior to the Board meeting, so the working group can review and discuss and if necessary meet with David prior to Board meeting.</p> <p>CH expressed that the garages may be niche architecture and that in other areas such as Highlands and Islands they are listing this type of building. Therefore, might be we renovate and not demolish going forward. CH has asked NE to look at the aesthetic aspect of any development/refurbishment.</p> <p>CH raised concern that there has been a lack of progress by David, CH will meet with David to discuss.</p> <p>FA reminded the Board that we have not followed up on the issue with the fence at Seaforth Place that is in crouching onto TFVCC land at the garages. CH will speak to David to move this forward. DW advised that the fence had been taken down and put back, but still on TFVCC land.</p>	<p>CH</p> <p>CH</p> <p>CH/NE</p> <p>CH</p> <p>CH</p>
9.2	<p><b>Armstrong Garages Celebration</b>  FA has six of CDs of local fiddler for event – sell five and one for raffle prize.  Garage Group to send out invites for Celebration.  CH to ask Kimberly owner if we can use his garage if necessary.</p> <p>Money received from Community Land Fund to support cost of celebration. Food and refreshments to be arranged.</p>	<p>Garage Group</p> <p>CL</p>

	FA distributed a plan for the celebration with allocation of duties	ALL
9.3	<b>Trees</b> Letter received advising that a neighbour in Seaforth Place wished to cut down tree on TFVCC land. NE and CH to review tree and advise. CL to contact neighbours to advise that tree can not be cut down and TFVCC are reviewing and will get back to them.	NE/CH CL
<b>10</b>	<b>Membership</b> Four applications for membership to TFVCC.  Note: who notifies new members they have been accepted – is this MH	MH
<b>11</b>	<b>David Urquhart Path</b>	
11.1	Fund raising is ongoing. Awaiting <b>outcome</b> from Gordon and Ena Baxter, Beatrice Wind Farm and Garfield Weston Foundation.  Over 30 prizes for the raffle. All raffle tickets and money to be given to FA by Friday 17 August 2018.  Money for Moray needs to be spent by end of 2018. Part of the plan is to put benches along the Path, could we use this money for purchase of benches. FA has identified benches.  Just Giving Page set up – need promote more. NR to send link to all Online auction of two whiskies is ongoing – closes on 18 August 2018.	
11.2	<b>Sustran Development Officer</b> for Moray contacted TFVCC to ask why we had not applied to them. FA has called her and advised we had been informed we were not eligible to apply. she advised that she would like to work with us and that they could potentially support the Path. FA to work with Sustran to identify if we would be eligible to apply.	FA
11.3	<b>Landscape Architects</b> NE advised that the planned start date of September would not be achievable and asked that we move start date to spring 2019 once funding is firmed up.	
12	<b>Crown Estates</b> CH advised the Board that she had spoken to Crown Estates, CH had sent initial stage one application and filled in the background to the Crown Estate's project. She also expressed disappointed that TFVCC had not been allowed to purchase it, as we had been told were a priority case for purchase. Crown Estates are now looking at community groups to manage this rather than transfer/purchase of ownership. Crown Estates advised we should have a good case. Crown Estates is checking for clarification – management or purchase. CH will chase up and provide additional information requested.  CH advised that a new group would be formed from Fairways, Nature Reserve, TFVCC to manage the foreshore and standing water of Findhorn Bay. Any money generated paid back into scheme and hopefully provide for a warden to manage.  CH to update at next meeting	CH CH
<b>13</b>	<b>Fundraising</b>	
13.1	CH to review what funding opportunities are available from email forwarded by HIE. CH advised that there is a need to find someone who could support the administration and fundraising. CH will report back to Board at next meeting.	CH
<b>14</b>	<b>AOCB</b>	ST/NR
14.1	Security – password on email, web site and FaceBook to be changed.	
14.2	SR reported the Findhorn Residents Association (FRA) have obtained quotes for the replacement of both hand rails at the steps from the	SR

	playing fields to Fyrish Road.	
14.3	DW has contacted AG Engineering for replacement of cap at observation post. This work must be done asap. DW to confirm price and action work.	DW
14.4	CL has agreed to be TFVCC Secretary. She requested to take on minute secretary, JH volunteered to do.	JH
14.5	Edited minutes May, June and July to be reviewed and sent to ST for uploading to web site.	CL
14.6	FA advised that the Board needs to review the draft and adopted policies and procedures. This is a project for over the winter. Will require volunteers to do this.	ALL
14.7	CL advised that she does not have room for filing cabinets at home. Suggested that filing cabinet be located at the FVC. As it is locked Board agreed to relocate filing cabinet.	
	<b>Date of Next Meeting – MONDAY 3 SEPTEMBER 2018, 7pm</b>	
	<b>Minutes Proposed by</b>	
	<b>Minutes Seconded by</b>	
	<b>Chairman</b>	