

**THE FINDHORN VILLAGE CONSERVATION COMPANY  
DIRECTORS MEETING ON MONDAY 01 OCTOBER 2018**

**PRESENT**

Nicole Edmonds (NE) Neil Robertson (NR) Sam Russell (SR) Donald Watson (DW) Mo Hyde (MH) Marjory Barber (MB), Christine Hunt (CH), Sarah Theman (ST), Cathy Low (CL)

**APOLOGIES** Frank Allan (FA), Jo Harris (JH),

		Action By
<b>1</b>	<b>DECLARATION OF INTEREST – NONE</b>	
<b>2</b>	<b>MINUTES OF LAST MEETING</b> – Approved –_Proposed ST; Secoded NR	
<b>3</b>	<b>MATTERS ARISING NOT ON AGENDA (Action Log Updated)</b>	
<b>4</b>	<b>Correspondence – see Annexe A</b>	
<b>5</b>	<b>Finance</b> See Annexe B	
<b>6</b>	<b><u>Car Parks</u></b>	
6.1	<b>Revenue Update</b>	
6.2	<b>Collection Duties</b> The list has been distributed	
6.3	<b>Moray Council – Non-Licenced Caravan Park - Update</b> Following the submission of the campervan monitoring sheets, FA has chased for a response, none received at this time	
6.4	<b>Findhorn &amp; Kinloss Community Council – FA &amp; CL met with FKCC representatives and agreed to work more closely together. FKCC Chair invited TFVCC to formally attend the monthly FKCC meetings and provide a report which will be communicated during the closed session. TFVCC Board to agree contents of report before sharing. MH to attend as Company representative until further notice. CL &amp; FA to compile report, forward to Board for approval and confirm to MH</b>	MH CL FA
6.5	<b>Car Park Improvements – Update</b> CL has reported dangerous condition of manhole cover outside the toilet block to Moray Council for attention/repair. No response to date, CL to continue chasing.  CL met with Community Payback Team (CPT) re provision of labour to repair car park fencing. CPT rep agreed to attend, review scope of work, start works utilising existing materials and form a list of materials required to complete the works. Agreed to further meeting to discuss installation of logs to denote campervan spaces.  Quote for materials to denote campervan spaces & repair fences submitted to the Board by FA for approval prior to the meeting. FA & DW had completed a survey to establish materials required, quote recieved. Quote allowed for square posts as a cheaper option, Board agreed to replace like for like so will require new quote to allowing for round posts as existing. NE queried the	CL          FA

	<p>specification ie type of wood to ensure suitable for medium to long term use. Further clarification required re spec and materials list from CPT.</p> <p>FA suggested purchase of heavy-duty strimmer to tidy up car park area. CL confirmed that CPT had offered to do so as part of their fencing works. Board agreed no purchase required at this time. Once works have been completed CL to contact Moray Council and media to inform what improvement works have been done and how it was funded (car park revenue).</p> <p>Notes have been left in the honesty boxes from campervan owners stating how refreshing it is to be welcomed into a village and have an approved place to park. Board agreed these should be shared on the website and facebook.</p>	<p>CL</p> <p>ST</p>
6.6	<p><b>Village Parking</b> FA &amp; CL attended meeting 25<sup>th</sup> September with FKCC &amp; Moray Council to discuss parking in Findhorn</p>	
<b>7</b>	<b>Land / Sales / leases</b>	
7.1	<p><b>Plot 5, Sylvan Heath - Update</b> As agreed at least meeting, valuation for triangle of land at Plot 5 shad been sent to Resident for his consideration. Correspondence received from him with an offer. Response to be sent.</p> <p>MB raised the point that this has been a learning exercise for the Company and in future it is vital that we make it clear to future potential purchasers that any valuations are non-negotiable, and they will be expected to pay all legal/registration costs.</p>	CL
7.2	<p><b>110 Findhorn use of land by Contractor</b> No update</p>	
7.3	<p><b>Calren</b> TFVCC continues to work towards finding a resolution to this boundary dispute</p>	
7.4	<p><b>Community Asset Transfer – North / South Toilet Block - Update</b> CL confirmed TFVCC note of interest on CAT of toilet block has been swapped to South Block as agreed by Directors email correspondence in the period between September and October meetings.</p>	
7.5	<p><b>Fire Gaps</b> Confirmation received from Fire Service stating distance for fire breaks is 10 metres from a main building (not property boundary). List of affected properties to be produced. FA to contact Broom Walk representative and other affected parties to inform of the requirements. Owner/Occupiers will be asked to contribute to the associated costs of scrub clearance. Village to be informed of action to be taken – not agreed how this information will be disseminated at this time.</p>	<p>CL</p> <p>FA</p>

7.6	<b>Royal Observer Corps Post</b> Lid has been installed by AJ Engineering. As this issue had been raised by the police DW has informed them that the bunker is now secure. Invoice has been paid	
7.7	<b>Bakehouse Lane</b> Broken slabs are still in situ and condition deteriorating. The owner previously offered to provide the labour to install replacement materials. CH proposed purchasing gravel to fill the holes once slabs have been removed. NR raised concerns that if we proceed with purchasing the materials we are taking ownership of the problem and will be liable for future repairs. DW stated that the Bakehouse owners were not responsible for initially laying the slabs or fully liable for the condition of them, many other vehicles use the lan. NE questioned the specification of replacement materials informing that the type of substrate to be used must be fit for purpose and not cause and knock on drainage / flooding issues for neighbouring properties, and last longer than the first few rainfalls and vehicles driving over it. Action - Temporary repair to be made, Bakehouse informed and accept the offer of labour to remove slabs and replace with agreed substrate. Substrate still to be agreed, CH to arrange delivery to site	CH
<b>8</b>	<b>Armstrong Garages</b>	
8.1	<b>Garage Development Officer Report</b>	ALL
8.2	<b>Development Plans</b> Consensus of Board is GDO is not moving forward with the development of the Armstrong Garage site. Questions raised re hours spent on tasks. Board agreed that payment to be withheld subject to a more detailed breakdown of time spent on each task. Garage Sub Group provided list of tasks for DM to be moving forward with (see Annexe D) and will pass these on to him for his urgent attention. Board agreed that a 6 month review will be required during November to clarify both TFVCC and DM's expectations of the role. DM to be informed verbally in the first instance	CH
<b>9</b>	<b>Membership Report</b>	
9.1	<b>New Members</b> Applications for associate membership received.. Approved unanimously	
9.2	<b>Update on Membership Numbers</b> No update received. MH working on updated members list. To be completed by next meeting and be stored so available to Company Secretary	MH
10	<b><u>David Urquhart Path</u></b>	
10.1	FA liaising with DM re LEADER funding application. Following meeting with HIE, they advised the path would fit well with the criteria falling under the accessibility route of funding. Discussion re the excessive level of information required for LEADER	

	<p>applications and the timescale as applications to be in by end October. MB &amp; NE raised concerns about DM spending time on this project. confirmed that DM has been told no more than 2-3 hours to be sent in total. FA to confirm with DM not to exceed allocation of hours.</p> <p>Bench issues – funding to be spent before end of year, C/F to sub group</p>	
10.2	Sub Group Report – Raffle return has been submitted to Moray Council.	
11	<b>Crown Estates</b> No response re application subition	
12	<b>General Board</b>	
12.1	<b>Findhorn Bay Wildfowling</b> Invitation received to attend Findhorn Bay Wildfowling Negotiations. Board agreed further information required as to whether we can receive minutes of negotiations or if we have to attend in person and if any other land owners have been invited and intend to join the discussions.	CL
12.2	<b>Attendance at FKCC</b> See item 6.4	
12.3	<b>Moray Council Special landscape Area Consultation</b> Correspondence received from Planning Officer at Moray Council. Moray Council has conducted a review of all landscapes across Moray including existing landscape designations. The review seeks to identify our most valued landscapes and identify them as Special Landscape Area's (SLA'S). The aim of this designation is to protect and enhance the special character and qualities of Moray's most valued landscapes as well as promoting a greater understanding of them. The consultation runs from 24 September to 2 November. Comments can be submitted by email to <a href="mailto:localdevelopmentplan@moray.gov.uk">localdevelopmentplan@moray.gov.uk</a> or in writing to Moray Council, Development Services (Development Plans), High Street, Elgin, IV30 9BX. A public exhibition will be held on 23 October at The Inkwel, Elgin from 4 – 8pm. Comments must be received by 2 November. Action – CL to contact Moray Council and request extension to the consultation as there may be significant impact to TFVCC as landowners and the timescale provided does not allow suitable time for consideration. Board to review contents of the consultation and form comments for feedback.	CL ALL
13	<b>Fundraising</b> MB suggested pub quiz and will speak to the Crown to check availability September quiz sheet made @£22 profit for the DU Path fund. October quiz out now and available from the Centre, Post Office.	MB
14	<b>AOCB</b>	

	<p>ST requested authority to purchase new Dictaphone. Board agreed to a maximum value of £50.</p> <p>SR reported FRA are replacing the flagpole broken during recent storm. FRA insurance does not cover the damage as the item had not been declared on their insurance policy. CL to investigate whether TFVCC insurance will cover the costs.</p> <p>MB raised concerns over areas of TFVCC land which is being encroached upon by neighbouring property owners eg traffic cones stopping parking in lanes, structures built on Company land restricting access to other properties and access being denied through the stryplies. Is it TFVCC remit to address or should it be done in tandem with FKCC. All agreed that if it is Company land the onus is on us to deal with, if not ours, pass to FKCC/Moray Council as appropriate. Question raised – do TFVCC need to bring issue up as a test case?</p> <p>NE had spoken informally with resident re ‘allotment area’ and reminded him that it is TFVCC land and other people have enquired about securing plots.</p> <p>CL -Email receive re Small Lottery fee renewal, NR to investigate and arrange payment as appropriate .</p> <p>Scottish land Fund had requested photos of village for their information but the email with attachments keeps bouncing back. HIE have agreed to a facilitated session with the Board and require a short brief of what you we looking to cover and what we would like the outcome of the session to be. Background information required in order to identify the most suitable supplier to facilitate and help you to get most benefit. Directors to consider.</p> <p>Gmail is difficult to manage, will the Board consider paying for an exchange account to enable direct emails eg Chair@,Treasurer@, etc. Further advise required, item carried forward to next meeting</p>	<p>ST/JA</p> <p>CL</p> <p>NR</p> <p>ALL FA CL</p>
	<p><b>Date of Next Meeting</b> 05 November 2018 7pm Findhorn Village Centre</p>	
	<p><b>Minutes Proposed by</b></p>	
	<p><b>Minutes Seconded by</b></p>	
	<p><b>Chairman</b></p>	

