

<u>THE FINDHORN VILLAGE CONSERVATION COMPANY</u>	
<u>DIRECTORS MEETING ON MONDAY 5th November 2018</u>	
<u>PRESENT</u> Frank Allan (FA) Cathy Low (CL) Nicole Edmonds (NE) Neil Robertson (NR) Donald Watson (DW) Marjory Barber (MB) Christine Hunt (CH) Sarah Theman (ST) Jo Harris (JH)	
<u>APOLOGIES</u> Sam Russell (SR) Mo Hyde (MH)	
1	DECLARATION OF INTEREST – NONE
2	MINUTES OF LAST MEETING – Corrected and Approved - _Proposed MB Seconded DW
3	MATTERS ARISING NOT ON AGENDA
3.1	Makar development consultation at FVC 4-7pm 30/11/18 (regarding beach road)
3.2	FKCC meeting 29/11/18 Kinloss – a director to attend after liaising with FA and CL
3.3	Toilet block reopened 3/11/18
3.4	Supplier not contacted/ Community Payback Team re square posts not actioned yet to go ahead this month.
3.5	Resident – 105 Findhorn Skip to be in place 2 to 3 days/accept
4	Correspondence – see Annexe A
5	Finance <i>TFVCC annual accounts are available on TFVCC website</i>
6	<u>Car Parks</u>
6.1	Revenue Update
6.2	Collection Duties The rota has been distributed -
6.3	Moray Council – Non-Licensed Caravan Park - Update Letters due imminently from Moray Council
6.4	Findhorn & Kinloss Community Council – Summary of relevant info. Board member to attend next meeting 29/11/18 Kinloss (not MH another board member not on Community Council) 3 bins currently at car park emptied Mon and Thurs When septic tank emptied the toilets will reopen New signs to give information when bins emptied and not to empty chemical toilets – agreed to action in the spring. FA draft response ready to be sent for Community council agreed by board.

6.5	<p>Car Park Improvements – Update</p> <p>Scottish water potentially able to include chemical toilet disposal unit when upgrading southern toilet block which is attached to the mains, CL to request if this is possible.</p> <p>FA to order fence posts (include wood for bays waiting for response from Moray council to see if bays can be marked). Important to make improvements with the revenue raised and update public.</p> <p>Agreed by board to go ahead with treated posts from supplier Community Payback Team to undertake labour.</p> <p>Also large puddles in carpark need attention.</p> <p>MB mentioned TFVCC report where maintenance will be ongoing.</p> <p>Also some feedback about lack of clarity at carparks of where to put the money signage to be reviewed and made clearer on collection posts.</p>
6.6	<p>Beach Steps</p> <p>CL reported it was Moray Councils intention to keep 4 sets of steps out of the current 8 at back beach as they are eroding from the base and the sea defences are deteriorating.</p>
7	<p>Land / Sales / leases</p>
7.1	<p>Plot 5, Sylvan Heath - Update</p> <p>CL reported that resident has offered the full amount, including costs, NE the plan of the area needs surveyed with posts in the ground this needs actioned.</p> <p>CH The plan that is drawn must be sent to the land registry.</p> <p>MB commented that this is a learning for the Board.</p>
7.2	<p>110 Findhorn use of land by Contractor</p> <p>CL and CH met with owner and contractor, agreement was for her to make a donation (with request to know what it would be used for either Garages, DU Path) to TFVCC.</p> <p>MB suggested we have one policy that we adhere to.</p> <p>CH suggested guideline costs as per Moray Council very comprehensive costs for lease, use of land, etc.</p> <p>JH We made a mistake with the initial letter.</p> <p>FA No procedure or stipulation of time was given.</p>
7.3	<p>Calren</p> <p>TFVCC continues to work towards a resolution to this boundary dispute</p>
7.4	<p>Community Asset Transfer – North / South Toilet Block -</p> <p>Not on agenda</p>
7.5	<p>Fire Gaps</p>

	<p>Email from residents regarding Elvin Place (unhappy about fire break) NE 10 metres from dwelling therefore clearance less than clearance proposed and costed.</p> <p>No agreement yet of residents with boundaries in question.</p> <p>CL to write a letter (needs a contact for each area of residents affected), Broom Walk, Fyrish Road, and Elvin Place. We need to act soon before nesting birds. Standard letter to all residents in area including Sylvan Heath, Heath Neuk, Cromarty Court. We will need confirmation that they don't want it removed.</p> <p>CH suggested marking out areas on the map.</p> <p>MB putting letter on the website for members to see.</p>
7.6	<p>Royal Observer Corps Post Not on agenda</p>
7.7	<p>Bakehouse Lane Restricted access on Wednesday 7/11/18 lane to be repaired, Bakehouse unable to make a contribution at present, but it was agreed that all properties on the lane would be asked for a contribution towards costs of repair, a letter to go out to all residents in that area as it used widely as a through road. JH Asked that drainage/soak away be included in work if possible.</p>
8	Armstrong Garages
8.1	Garage Development Officer Report
8.2	<p>Development Plans Consensus of Board is GDO is not moving forward with the development of the Armstrong Garage site. CH 3 tasks to be completed by today he has not reported back. NE noted the report echoes back what he has been asked. GDO spent Tuesday writing the attached report. FA he must explain why he has not completed tasks. 6 month review, lack of progress, list of tasks achieved, and tasks incomplete evidence based. What does he intend to do about it? CL GDO is not an employee, but a consultant. Work has been undertaken without 3 quotes. Bill outstanding not cleared by the Board. NR Do we pay without agreement of the board? Two signatories are needed but GDO is not following procedure. HIE claim form to be applied for and (new match funding could be being applied for by DM)</p> <p>Large workshop has sprung new leaks. Request for garage and storage received for one of the 4 will clear out if work needs done, also some outside storage. Garage working group to get a clear plan for the future. DW Tap at Garages is metered.</p>
9	Membership Report – MH not present
9.1	New Members
9.2	Update on Membership Numbers
10	<u>David Urquhart Path</u>
10.1	FA liaising with DM re LEADER funding application 2 weeks to submit.

	<p>£5,000 granted from Berryburn</p> <p>Benches with stone plinth and wooden slats have been started to fulfill funding requirement to be spent before end of year. One will be ready for a report for 14th December from Money for Moray. FA</p> <p>NE needs combination of South dinghy park for storage of materials, RFYC thanked for their agreement to this.</p> <p>Milestones will be dressed at the Armstrong Garages.</p> <p>Also storage of timber.</p> <p>DW uncovered the tap at the Garages and found that it is metered.</p>
11 11.1	<p>Crown Estates</p> <p>Application Update</p> <p>CH Crown Estates currently suggests the Findhorn Nature Reserve are best placed to manage the standing water keeping the lease from Moray Council.</p> <p>The article in the Forres Gazette misquoted information regarding how many applications they are moving ahead with (only 5 have a management plan in place not 13)</p> <p>CH to consult with Findhorn Fairway at their next meeting.</p> <p>Further negotiations will continue with Crown Estates and relevant organisations in Findhorn.</p>
12	General Board
12.1	<p>Findhorn Bay Wildfowling</p> <p>All meetings are confidential and therefore attendance at their meetings is the only way to get information.</p> <p>TFVCC is a landlord of part of the bay in question.</p> <p>Invitation received from to attend Findhorn Bay Wildfowling.</p> <p>Further information on how often they meet, and who will volunteer to attend.</p>
12.2	<p>Attendance at FKCC</p> <p>See item 6.4</p>
12.3 12.4	<p>Moray Council Special landscape Area Consultation</p> <p>Actioned by CL and CH response given to Moray Council who was in attendance at MSLAC in Elgin, thanked by the Chair for their response.</p> <p>Communication- newsletter/website/facebook</p> <p>FA TFVCC identified that communication is poor.</p> <p>2 newsletters a year to be put together (last newsletter July 2017)</p> <p>Minutes to be posted on website updated. (removal of names)</p> <p>NE directors already have a lot on our plate.</p> <p>JH met with Michelle who would be happy to do newsletter.</p> <p>ST suggested information for FKCC could go out to members.</p> <p>CL offered to update (May) minutes on website, take a month each.</p> <p>MB a one page newsletter to go out to members of positive news.</p> <p>Offered to do one before Christmas.</p> <p>Emails from members we need a holding response until discussed at Board meeting.</p> <p>Response to resident no overnight camping at Beach Road Sign ready to go up at entry to Beach Road</p>

	<p>Feedback on overnight camping from residents and local visitors ongoing. CH suggested we ask at the AGM for feedback Revenue will fund repairs to lanes and carpark we need a valuation time and a year seems reasonable.</p>
13	Fundraising
14	AOCB
	<p>Date of Next Meeting 03 December 2018 7pm Findhorn Village Centre</p>
	Minutes Proposed by
	Minutes Seconded by
	Chairman

The Findhorn Village Conservation Company
Correspondence List for 2018 Board Meeting

Emails

1. Moray Council Local Development Plan – Special landscapes – acknowledged with comments
2. Consultation meeting North Whins new date 30/11 FVC 4-7pm
3. OSCR notified of Boundary dispute replied keep them updated
4. Toilet Block now re-opened
5. Grant Speed Moray Council- Beach steps – agenda item
6. Tim and Fay Scrase – Fire Gap Elvin Place – agenda item
7. Yvonne Gaux – Garage contract – attention David Maclean
8. Alan Norman feedback – CL replied toilets re-opened and chip van
9. Greig Munro - agenda item communication
10. Jeremy Scuse Findhorn Bay Wildfowling negotiation – agenda
11. Tim Finnegan – re crown estates article – agenda
12. Kathleen Munro – agenda item – beach parking/communication

Letters

1. Sheila Urquhart – fire gap at chalets on behalf of 3 residents at back beach, she offered to pay

Leaflet from TFVCC to be sent recommending Fire Departments guidance
10metres from buildings to be actioned by CH
2. Alan MacLennan agreement to pay valuation for 5 Sylvan Heath agenda item

Info

1. HIE Innovate your business 9/11/18, Moray Business Week 5-9/11/18
2. Entrust training dates and updates
3. Architecture and Design Scotland
4. tsiMoray 8/11 future governance
5. Melissa Neal (HIE) We make Moray
6. SCVO Member bulletin
7. Community Art Project back beach 11/11/18
8. Moray Speyside tourism survey completed
FKCC October minutes
DTAS Annual Conference 2/09/19- and bulletin
Community Land Scotland Webinair 12/11 – Telling Stories

Annexe B				
<u>Month Re-viewed</u>	<u>September 2018</u>			
<u>SUMMARY</u>				
Overall	£61,867 start of month; £61,845.14 end of month			
Car parking	£5,613 collected to date; Still getting ~£200 / week even now.			
Garages	£3,900 income to date from garages.			
Notable other income	£600 from A MacLennan (but pass through as this is to pay valuation bill)			
Notable out-goings	Nothing major			
<u>Parking</u>				
<u>Collected</u>				
			£5,613.54	
w/e			Collected	
18-Jun-2018			£228.33	
25-Jun-2018	Frank		£284.60	
2-Jul-2018	Mo		£383.00	
9-Jul-2018	Sam		£276.95	
16-Jul-2018	Neil		£375.96	
23-Jul-2018	Jo		£464.12	
30-Jul-2018	Cathy		£487.34	

6-Aug-2018	Nicole & Marjorie	£554.60			
13-Aug-2018	Christine	£589.37			
20-Aug-2018	Donald	£572.52			
27-Aug-2018	Frank	£389.64			
3-Sep-2018	Mo	£315.92			
10-Sep-2018	Neil	£265.96			
17-Sep-2018	Sam	£228.55			
24-Sep-2018	Sarah	£196.68			
<u>Parking paid in</u>					
				£5,553.50	Total to date paid in
Date	Detail	Payment	Credit		
12/07/18	BOS FORRES FORRES - Car Parking	CSH	£580.00		
16/07/18	9000035 - Car Parking	DEP	£531.00		
02/08/18	FORRES - Car Parking	DEP	£1,067.00		
09/08/18	FORRES - Car Parking	DEP	£530.00		
23/08/18	FORRES - Car Parking	DEP	£1,156.00		
30/08/18	PARKING	DEP	£833.50		
06/09/18	FORRES Car Park takings	DEP	£491.00		
20/09/18	FORRES Car Park takings	DEP	£365.00		
<u>Garages income</u>				£3,900.00	
Date	Detail	Payment	Credit		
29/03/18	BOS FORRES FORRES	CHQ	350		
29/03/18	BOS FORRES FORRES	CSH	50		
10/04/18	GAIL MAWBY MAWBYW 00153425632BSKRBSH	FPI	100		

	090128 10 10APR18 19:50				
12/04/18	BOS FORRES FORRES	CHQ		350	
12/04/18	BOS FORRES FORRES	CSH		100	
19/04/18	BOS FORRES FORRES - Garage (whole year)	CHQ		600	
30/04/18	P WYNNE	SO		50	
01/05/18	MRS F M DURLING DURLING 3 CBSOX0157409789252 826319 30 01MAY18 01:57	FPI		50	
03/05/18	MICHAEL MAWBY MAW- BYW 00153425632BSTXPQG 090128 30 03MAY18 00:36	FPI		100	
08/05/18	AMANDA COX COX1 00153425632BSWKSQ 090128 30 08MAY18 01:21	FPI		50	
10/05/18	BOS FORRES FORRES	CHQ		750	
30/05/18	P WYNNE	SO		50	
01/06/18	H RIPLEY RIPLEY5	TFR		50	
01/06/18	MRS F M DURLING DURLING 3 CBSOX0224010109529 826319 30 01JUN18 02:24	FPI		50	
04/06/18	MICHAEL MAWBY MAW- BYW 00153425632BTHWZYZR 090128 30 04JUN18 01:18	FPI		100	
05/06/18	AMANDA COX COX1 00153425632BTJHXJZ 090128 30 05JUN18 00:41	FPI		50	
02/07/18	H RIPLEY RIPLEY5	TFR		50	
02/07/18	MRS F M DURLING DURLING 3 CBSOX0135541157997 826319 30 02JUL18 01:36	FPI		50	
02/07/18	P WYNNE	SO		50	
03/07/18	MICHAEL MAWBY MAW- BYW 00153425632BTVFGQY 090128 30 03JUL18 00:41	FPI		100	

Date	Detail	Payments	Credit	Debit	Account Balance
11/06/18	INTEREST (GROSS)		£2.10		£46,371.75
14/06/18	H&MAC 3403 835100 10 14JUN18 14:09	FPO		£960.78	£45,410.97
09/07/18	INTEREST (GROSS)		£1.74		£45,412.71
09/08/18	INTEREST (GROSS)		£1.93		£45,414.64
23/08/18	FORRES	DEP	£2,600.00		£48,014.64
30/08/18	RAFFLE, Auction, Celebration event takings etc	DEP	£836.00		£48,850.64
06/09/18	BOS FORRES FORRES	CHQ	£364.17		£49,214.81
10/09/18	INTEREST (GROSS)		£2.07		£49,216.88
	Fundraising income		£3,436.00		
Major outgoings					
			£2,532.78		
Date	Detail	Payment	Debit		
30/08/18	083494000209043 400000000388597056 LED JAN - JUN 834940 10 30AUG18 12:11	FPO	£301.20		
30/08/18	009012889768014 500000000383799354 D MACLEAN 090128 10 30AUG18 12:10	FPO	£980.00		
30/08/18	083200600723678 100000000382139246 AC- COUNTS CATH 832006 10 30AUG18 12:10	FPO	£528.00		
06/09/18	009012889768014 600000000386175508 D MACLEAN 090128 10 06SEP18 11:11	FPO	£540.00		
06/09/18	10153 Sam BBQ food	CHQ	£134.03		
06/09/18	10155 FA expenses	CHQ	£11.61		
07/09/18	10154 DW expenses	CHQ	£37.94		



Board Report – September 2018

Actions completed during the month of September to date:

- Further email correspondence with Mike Mawby and a meet with him at the garage site– keeping him in the loop with progress and proposals of his workshop.
- Garage waiting list updated and applicant details received notified. (now 3 people waiting on garages)
- Re - Registration with business stream for charity exemption for the Garages Site (as this had not been actioned correctly previously) – there was an issue with the registered postal code address and issues with not being on the rates register – this has been resolved now.
- Review of CARES funding from Local Energy Scotland and contact made to check eligibility and dates for next stages – this has been confirmed and our details held for when the next round of funding will be taking place.
- Continual weekly review of possible funding opportunities/availability/funding landscape with Business Gateway/ Scottish Government sites.
- Contact made with Scottish and southern Electricity Networks regarding their Resilient Communities Fund – potential eligibility criteria and funding schedule for 2019 received and our details held for when the next round of funding will be taking place.
- Garage site works – accepted quote from Jason Brodie and work was due to commence on Monday 17th September, but delayed due to weather and will be completed at the earliest opportunity – Jason hoping to do that this week (w/c 24 Sep).
- Met with members of the Board and members from HIE to discuss a number of matters.
- Assistance work for LEADER Project Plan funding application – initial involvement and further involvement required over the next few weeks/months in order to submit the full application. Correspondence with Michelle Gillibrand at Moray Leader and set up to access online documentation and online portal in preparation for submission. A number of emails back and forth between Michelle and also Frank in relation to this project now and ongoing.

Annexe D

David Maclean Workplan

- Ground Works, Investigate and produce a specification for the resurfacing of the site and the cost difference between resurfacing the whole site and just a perimeter access way to garages.
- Identify and mark on a plan the nearest sewage connection point. Investigate and mark on the plan the water supply including what material the existing pipe is made of. Draw up a specification for the rehab of the garages and workshops.
- Investigate and report on planning issues (if any) with Moray Council for possible change of use from garage to workshop for light crafts. Include provision for WC, water and heating.
- Investigate HIE funding for workshop inclusion in site mix. Investigate and report on possible funding for Housing (Small communities housing trust). Investigate solar security lighting for existing site and garages.