

**THE FINDHORN VILLAGE CONSERVATION COMPANY**  
**DIRECTORS MEETING ON 03 MAY 2021 (BY ZOOM)**

**PRESENT**

Christine Hunt (CH), Cathy Low (CL), Donald Watson (DW), Sam Russell (SR), Sarah Theman (ST)

**APOLOGIES**

Marjory Barber (MB), Nicole Edmonds (NE), Bryan Parsons (BP)

		Action By
1.	<b>Declaration of Interest</b> None	
2.	<b>Minutes of Last Meeting</b> Approved. Proposed DW, Seconded SR	
3.	<b>Actions Arising from Last Meeting</b>	
	4.2.1 – Elderslie owner advised to contact Marine Scotland re permissions/guidance on installation of slipway	CH
	6.3 – owner to be contacted re reduction to depth of stones in lane – <i>June Agenda</i> Regatta Shed Lane – order 5mph sign(s); actions re trimming of bushes/trees on blind corner to be reconsidered	CL CL ALL
4	<b>Communications</b>	
4.1	Gmail – general correspondence marked by monthly label.	
4.1.1	Request to plant 2-3 cherry trees on TFVCC land adjacent to Sage Cottage. Refused at this time; area in question to be reviewed for future intended use.	CL
4.1.2	Enquiry as to GDPR policy. Information sent; website updated. Request to restrict personal data received	CL ST
4.1.3	A.Rowe Domestic Solutions – Monthly invoice for cleaning of toilet block received and approved. This will be ongoing. Toilets to be monitored to check frequency of cleaning is adequate during peak season.	
4.2	Facebook & Website	
4.2.1	TFVCC Website upgraded to Spanglefish V3 – includes SSL certificate and provides alternative layouts New Spanglefish V3 website purchased for motorhome stopover <a href="http://findhornparking.com">findhornparking.com</a> This will link to the booking site, publish booking and stopover T&Cs, has dedicated email address <a href="mailto:admin@findhornparking.com">admin@findhornparking.com</a> so correspondence is kept clear from main TFVCC email	
4.3	Newsletter – printed and distributed since last meeting. To be emailed to Associate Members. Positive feedback received. Query re Dunes Road requesting consideration of speed bumps to help limit speed. Also notification of a motorhome parked outside family members home blocking light/view. CL to contact new house owner and advise that as this land is TFVCC owned it is acceptable if they wish to block parking here with painted white stones.	CL
5	<b>Treasurer's Report</b>	
5.1	Report - See Annexe 1 CH has contacted Treasurer for spreadsheets and bank statements in order to create project finance spreadsheets	
5.2	Signatories – Treasurer to be contacted to arrange update to signatories of TFVCC account	CH
6	<b>Land/Sales/Leases</b>	
6.1	Boundary Issue 1 Ongoing.	CH
6.2	Boundary Issue 2 – Ongoing	H
6.3	Allotment Area – Details of interested parties forwarded to NE. Working Group will need to be approved by the Board. Small grants are available for fencing/clearance.  No response received from current user re clearing/vacating the allotment area. Copy of email to be hand delivered.	CL  CL
7	<b>Car Park Working Group</b>	
7.1	New signage has been installed, waiting on remainder to arrive including QR code for onsite booking. Marram grass has been planted on the bunds, unsure at this time if plants will survive – to be monitored. Cars have been	

	<p>parking in between motorhomes despite signage advising this is not permitted, once barriers in place this will stop cars accessing this area. Muster point must be signposted and this area should be away from access points and clear of stopover site. Lots of inconsiderate car parking at western roundabout and on corners; need to consider installation of posts to deter from parking on green areas on completion of further resurfacing/widening works</p> <p>Positive feedback from users so far; additional comments received that there is no disabled parking in west car park; 2 spaces identified at entrance to car park, before the height barrier; signage to be ordered – approved</p> <p>Barriers to be installed W/C 03 May. ANPR to be installed 11/12 May followed by testing, hopefully going live 16 May. Waste pump has been ordered. All in place end of May.</p> <p>Received some enquiries re our excess Eco-grid. Groundworks Contractor will remove grid and aggregates to more suitable location to free up parking spaces.</p> <p>Adapt &amp; Thrive Fund – if successful this should pay for the barriers and ANPR system.</p> <p>Coastal Communities Fund – Goes to Committee this week, should hear if our application has been successful soon after</p>	DW  CL
7.2	Dunes Road – NatureScot funding application – no response as yet	
8	<b>Armstrong Garages</b>	
8.1	<p>Update – Following site investigations the flooring has been accepted as being to the correct specification for building regs and planning.</p> <p>QS re/ potential preparation of bill of quantities/other. He assessed that the project is too small to merit the fee for this work. J McKay is open to being contacted with smaller questions if needed. He stressed need for skilled contract administrator. Suggest this be discussed at next working group meeting</p> <p>Chase up/liaise with Sam Foster architect re/ submitting revision to Planning for entrance to/parking spaces at garages (additional fee paid to Moray Council for this). Moray Council approval awaited.</p>	NE
9	<b>Toilet Blocks</b>	
9.1	CAT & Lease – No update. ongoing	
10	<b>Membership</b>	
	<p>179 Members 56 Associate Members 1 Junior Member</p> <p>Membership Secretary to be asked to check electoral register for eligibility of new applications once Covid restrictions allow.</p>	CL/Membership secretary
11	<b>David Urquhart Path</b>	
11.1	<p>contacted by RFYC re/ Yacht Club possibly using our pebbles. Further clarification awaited as hasn't been fully discussed with their board. Working group will then consider as there are ideas for use of pebbles for the path</p> <p>Work completed for Yacht Club Dingy Park retaining wall adjacent to path. Final invoice to be submitted by Mark S. for this work. Replacement of one of path roses offer proposed by supplier if it is indeed dead. This wouldn't happen until the autumn if so.</p> <p>Look at Yacht Club wall adjacent to path after potential concern noted.</p>	NE/DW
12	<b>Projects</b>	
12.1	Trip Lines – DW in process of installing 3nr trip lines & liaising with new applicants. A number of lines to be relocated to allow for additional lines. Confirmed that lines are not inheritable (as per moorings). Contact 4 Findhorn to confirm their line	DW/CH
12.2	Engine Shed & Building – TFVCC Board member informed Coastal Rowers have been asked to vacate the shed. Unconfirmed reports that the site is to be developed or put on the market. CH to contact Community Land Scotland	

	re options available to TFVCC and present to the Board for further consideration.	CH
12.3	Beach Huts – Proposals for owners contribution to upkeep of access road. Amount to be charged to be agreed by the Board but in the region of £100-£150 per year, collections to be 'protected' for maintenance use only to an agreed maximum amount	ALL
12.4	Environment-Litter Pick – April Litter Pick was successful. Another event planned for end May/June. ST to contact Moray Council for equipment and send note of thanks to Nancy Hurst for her efforts in organising the event	ST
13	<b>General Board</b>	
13.1	Business Plan & Financial Forecasting – ongoing; to be presented to the Board for June meeting	CH
13.2	Risk Assessment - Member Campbell Ross has agreed to take on this role	
13.3	Policies & Procedures – Finance Policy to be reviewed. SR to send to Treasurer for feedback to help inform the operational aspects of the policy  GDPR policy has been added to TFVCC website. To be updated to include details of the ANPR provider  Confidentiality Policy to be adapted and issued to members of Working Groups as appropriate	SR  ST  CL
13.4	Public Liability Insurance – Zurich have updated current cover to include motorhome stopover and associated equipment. They have advised that due to change of use/increased liabilities there will be a significant increase to the premium on renewal. Board to seek additional quotes prior to renewal 30 June 2021  FRA has asked if the village binoculars can be covered under TFVCC policy. FRA to provide value of binoculars, CL to confirm any additional cost to cover.	CL  SR/CL
14	<b>AOCB</b>	
	CH – CL & CH met with FBLNR Mike Crutch & Roy Dennis to discuss possibility of Green Jobs Funding for a Warden, with them providing input as to help inform scope of the role. This would be a joint project between the two organisations. Approved in principal by the Board  CL – FKCC meeting raised issue of poor condition of beach access steps. Advised to contact Kinloss Barracks re availability of manpower to assist in installation of replacement boards etc.  DW – Royal Observatory Corps bunker lid has been reinstalled and welded into place. Trip hazard at board walk removed. Binoculars still require some work to internal base before reinstalling.	CL
	<b>Date of Next Meeting – 07 June 7pm</b>	
	<b>Minutes Proposed by</b>	
	<b>Minutes Seconded by</b>	
	<b>Chairman</b>	

