

**THE FINDHORN VILLAGE CONSERVATION COMPANY**  
**DIRECTORS MEETING ON 07 JUNE 2021 (By Zoom)**

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

**APOLOGIES** Nicole Edmonds (NE), Bryan Parson (BP), Marjory Barber (MB)

		Action By
<b>1.0</b>	<b>Declaration of Interest</b> None	
<b>2.0</b>	<b>Minutes of Last Meeting</b> Approved. Proposed CL, Seconded SR	
<b>3.0</b>	<b>Actions Arising from Last Meeting</b>	
3.1	3.2 – Regatta Shed Lane. Signs received, pole required	CL
3.2	4.3 – Newsletter – Information on Dunes Road funding and works needs to be emailed to members	CL
3.3	5.2 – Signatories on Company bank account – update required from Treasurer	CH
3.4	6.3 – Allotment Area – CL has applied for grant for preparatory works etc  Response received from neighbour– to be forwarded to NE for info/action	CL/NE
<b>4.0</b>	<b>Communications</b>	
4.1	Gmail – see correspondence label June 2021	
4.2	Facebook & Website – New TFVCC & Findhorn Parking websites have gone live	
4.3	Newsletter – see Item 3.2	
<b>5.0</b>	<b>Finance</b>	
5.1	Treasurer’s Report – See Appendix A	
5.2	Treasurer – Treasurer has intimated that he still wishes to stand down. CH to check to see if he will stay on until completion of active projects (Motorhome Stopover/Dunes Road)	CH
<b>6.0</b>	<b>Land/Sales/Leases</b>	
6.1	Boundary Issue 2 Ongoing	
6.2	Boundary Issue 1 - ongoing	CH
6.3	Allotment Area clearance –see 3.4	CL/NE
<b>7.0</b>	<b>Car Park Working Group</b>	
7.1	Rates Valuation – Following completion of Motorhome Stopover, Moray Council are conducting a ‘rateable value investigation’. Directors should be aware that we may not be exempt from the charge. Await further communication from Moray Council. Also need to be aware that if TFVCC income exceeds £200k during the financial year the Company will be liable to pay water rates.  Motorhome Stopover – in the 10 days since the booking system has gone live, 151 nights have been booked equating to £3975, of which £1710 is for future bookings. Telephone payment system is being set up for customers with no internet access/connectivity issues. ST & CL to create procedures form for Stopover phone/keyholder duties. Pump for black/grey waste should arrive this week  Emergency Services – Padlock codes have been sent to the emergency Services; registration number of emergency vehicles have been added to the ‘White List’ to enable access to Stopover at any time  Next round of funding application RTIF to be submitted in August. This will include funds for refurbishment of toilets and a pay barrier for West Beach Car Park. If the East Beach Car Park is payment by donation this should relieve pressure at the West.	ST/CL
7.2	Dunes Road – Funding has been allocated by NatureScot through the Batter Places Green Recovery Fund for the repair of Dunes Road and the East Beach Car Park. Road will be taken back to single track with passing places, with finish same as Motorhome Stopover. Only 1 Contractor was able to provide quotation (Aaron’s Groundworks). Contractor has been engaged to commence and works at East Car Park commenced end May with Road expected to start W/C 07 June 2021. Barrier currently under construction.	

<b>8.0</b>	<b>Armstrong Garages</b>	
8.1	<p>Building Warrant received for the first building at the garages via Architect Sam Foster. Forward to all in working group and download to Google Drive Final invoice paid to Sam Foster for his work on the Building Warrant preparation/administration. He has advised that he is closing his architectural practice so is no longer available</p> <p>Final invoice paid to David Narro Associates for their work required for the Building Warrant</p> <p>HIE have advised that 100% funding may be available via Big Lottery Community Fund. There are considerable conditions for this funding. Working group &amp; directors meeting required re/ next steps.</p>	NE/ALL
<b>9.0</b>	<b>Toilet Block</b>	
9.1	<p>CAT &amp; Lease. -CAT goes to committee this week. It has been recommended for approval.</p> <p>Mr B James has donated toilet paper to the value of £50. Note of thanks to be sent.</p> <p>Next round of RTIF funding application to include costs of connecting northern toilet block to mains sewers if the CAT is successful</p>	CL
<b>10.0</b>	<b>Allotment Working Group</b>	
10.1	<p>Working group proposed by NE as NE, Kay Anderson, Ian Cassells, Felicity Bingham-Hope, Roddy Stewart. Approved by Board. Advise NE that Working Group needs to appoint a Chairperson. Confidentiality Agreement needs to be issued to WG members and returned to CL.</p> <p>Other identified volunteers decided not to take on allotment work but would possibly be available for on site work parties.</p> <p>NE to be advised that budget needs to be set and approved by the Board.</p> <p>Planning Permission is required for the allotment site. Enquiries underway to get this done as expediently as possible as it will hold up most 'action' on site.</p> <p>Submitted Pre Application Enquiry to Scottish Water for standing pipe.</p> <p>To meet Roddy Stewart this Thursday to look at allotment area as he missed meeting and is going to look at options for fencing</p>	NE/CL       CL/NE
<b>11.0</b>	<b>Membership Report</b>	
11.1	<p>Total 236 Full 177 Associate 58 Junior 1 (75.4% Full, 24.6% Associate – cannot accept any further Associate Members due to ration set in Articles of Association)</p>	
<b>12.0</b>	<b>David Urquhart Path</b>	
12.1	<p>RFYC has said the Yacht no longer is asking for any potential 'extra' pebbles from us. This is good as we have a use for them on the path Martin booth has asked about us possibly attending to the area adjacent to the path near the Yacht Club (re/ pebbles and planting. To be discussed in working group meeting - other path commitments need to be completed before any possible 'new' work is considered. This is also a sensitive area due to Yacht Club retaining wall.</p> <p>Final invoice still to be submitted by Mark S. for this work at Yacht Club Dingy Park retaining wall</p> <p>Two weeding sessions in planting areas on path since last meeting</p> <p>Started financial update for the path project and am in touch with Landscape Architects re/ their final schedule</p> <p>Consideration of balustrade at Yacht Club corner. Chasing to get input from Conservation Officer as site is sensitive and Planning Permission most likely required. Ask Landscape Architect for possible solutions as this could be considered a design fault.</p>	
<b>13.0</b>	<b>Projects</b>	

13.1	<p>Trip Lines – CH to draw up register north of piers for July meeting</p> <p>There should be a spare trip adjacent to No.4 Findhorn following sale of property (lines are not transferable)</p> <p>No spare lines between south pier and church slipway</p>	CH
13.2	Engine Shed/Building – Rowers still utilising shed at present but seeking alternative winter storage space for equipment. Board to consider offering them a garage as temporary equipment storage	
13.3	Beach Huts – Proposal to be sent to landowner & hut owners contribution to access road – ongoing	CL
13.4	Environmental – Litter pick – Only 2 people expressed an interest in using the Moray Council equipment. ST suggested TFVCC purchase small. Number of grabbers, hoops, & poop scoop that could be used on an ad hoc basis by residents. Budget of £100 approved by Board. ST to purchase	ST
13.5	Warden with Local Nature Reserve - ongoing	CH
13.6	Beach Steps – SR has completed survey and this has been forwarded to Kinloss Barracks for their consideration for providing labour to repair	
<b>14.0</b>	<b>General Board</b>	
14.1	Business Plan & Financial Forecasting – ongoing	CH
14.2	Risk Assessment – due June/July. Campbell Ross to be advised due date	CH
14.3	<p>Policy &amp; Procedure Update – Motorhome Stopover – If any infringements are witnessed, to be reported to Secretary who will send email to customer.</p> <p>Finance Policy – needs a meeting to go over in person. Date to be confirmed</p>	<p>ALL</p> <p>SR/CH/CL/ST</p>
14.4	<p>Public Liability Insurance – Due for renewal. Advised by provider (Zurich) that due to their new understanding of our land ownership and liabilities there is likely to be a significant increase in the premium. They have advised we may wish to seek alternative quotes. CL to check details with Frank Allan and seek alternative quote(s).</p> <p>Moray Council have confirmed that their insurance covers the Playing Field and Play Park</p>	CL
14.5	Damage to church wall - Correspondence received that vehicles are pushing off the coping stones on the wall when parking. TFVCC need to confirm that this area is adopted by Moray Council and seek solutions there in the first instance.	CL
14.6	Bakehouse Lane – Working Group have been unable to get quotes from any contractors. CL to speak to Aaron's groundworks	CL
14.7	Information Boards – Text to be reviewed by Board with feedback to Frank Allan	ALL
<b>15.0</b>	<b>AOCB</b>	
	<p>CH – Heritage Lottery Fund to be investigated for funding for Nature reserve Warden</p> <p>CL – Gorse along front road has been dumped into Bay. DW to speak to person responsible re removal</p> <p>DW – Tin has been removed from the Village Store following online booking for Stopover. A total of £5272.40 was collected on behalf of the Company by the shop for the entire period of holding. CL to send letter of thanks to Findhorn Village Store owners</p> <p>SR – FRA have confirmed the Findhorn Fair has been cancelled this year due to Covid 19 restrictions</p> <p>ST – SURF awards are looking for applications for community regeneration projects. Motorhome Stopover project fits the criteria. ST to prepare application</p> <p>*AGM – Preference is to hold an 'in person' AGM rather than by electronic means. This will depend on Covid 19 restrictions. Need to check when the latest the meeting can be held and consider options – possible that even Scottish Government Level 0 may not allow us to hold a physical AGM as advice is still work from home where possible at that level.</p>	<p>CH/CL</p> <p>DW</p> <p>CL</p> <p>ST</p>
	<b>Date of Next Meeting – 05 July 2021</b>	
	<b>Minutes Proposed by</b>	
	<b>Minutes Seconded by</b>	

	<b>Chairman</b>	
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