

## MINUTES 8TH MARCH 2021

Minutes of meeting of Dornoch & District Community Association (DADCA)  
held via virtual video call on Monday, 8<sup>th</sup> March 2021, at 7:30pm

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### MEMBERS OF THE DADCA BOARD:

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Carol Mackay – Co-chair – CM  
Viki Mackenzie – Co-chair – VM

Gareth Dixon – Treasurer - GD  
Kim Tewnion – Secretary – KT

Donald Goskirk – DG  
Jerry Horack - JH  
Jimmy Melville – JM

Patrick Murray – APM  
Jaen Rowland – JR

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### PRESENT

Carol Mackay (Co-chair), Vicki Mackenzie (Co-chair), Gareth Dixon (Treasurer), Donald Goskirk, Jerry Horack, Jimmy Melville, Jim McGillivray, Patrick Murray.

### ABSENT

Kim Tewnion, Jimmy Melville & Jaen Rowland

### MINUTES

Lou Rollason

### VISITING

N/A

<b>1.</b>	<b>WELCOME &amp; APOLOGIES</b>	
	The co-chair (VM) thanked the members for attending & mentioned that Shona MacDougall had resigned. Apologies were received from Jaen Rowland & Kim Tewnion.	
<b>2.</b>	<b>MATTERS ARISING FROM PREVIOUS MEETING</b>	
<b>I.</b>	<b>Social Club Land</b>  Nothing for now – it may be that DADCA do not own the land. To be taken off the agenda.  <b>Going forward: To be taken off the agenda</b>	<b>LR</b>
<b>II.</b>	<b>Social Club Reopening</b>  No updates until dates for reopening have been provided by the Scottish Government. JH to evaluate the Social Club regarding the risk assessment to be done this week.  <b>Going forward: Wait for governmental advice.</b>	<b>JH</b>
<b>III.</b>	<b>Advertisements</b>  Flowers & Fairs advertisement went into the Northern Times last week – VM. There were 20 pots available that had not already been adopted and only 5 remaining, so a great success. VM requested the same £35 per pot budget as last year & GD confirms there is enough money in the Flowers & Fairs account. VM stated she is looking at the watering rota which she had so far not had a great success in finding people wishing to join the water rota. All adoptees water their own pot so it leaves only the hanging baskets. This does not need to be done until July.  VM has contacted the Cinema Club (Ernie) and those who had been helping for the Cinema Club, most of all are happy to continue and help when there is the requirement, but no one has any interest in heading up the group. APM stated he would speak to Mark Fraser who appears to be happy to choose the films, but not to set up the hall. VM also stated there is also the administration side of the Cinema Club. VM has written a press release to go in the Northern Times (after APM has spoken to Mark).	<b>VM &amp; APM</b>
<b>IV.</b>	<b>Social Club Bins</b>  The bins are still being emptied & JH will check with KT regarding the stickers.  <b>In progress</b>	<b>CM</b>
<b>V.</b>	<b>Bradbury Bus Service</b>  The Bradbury Bus Service have been awarded funding for a new bus. Lorraine (Bradbury Bus Service) felt that the old bus would be a good service for the East Sutherland communities (charities, children, etc) to utilise whilst only charging for the fuel.	

	<p>CM stated that they are looking for a letter of support from DADCA to state that DADCA could use the bus and how this may be used. An example given: If the youth group want to go to the cinema; they take that bus etc.</p> <p>APM brought up the fact that DADCA already use the school bus for the Dornoch Firth Group. CM questioned if this means it would not be a viable option, but APM stated that the more the merrier.</p> <p>CM continued that there will be requirements for people within DADCA to obtain the license to drive a bus.</p> <p style="text-align: center;"><b>Agreed</b></p>	<b>CM</b>
<b>3.</b>	<b>MINUTES FROM LAST MEETING</b>	
	<p>Co-chair VM asked for any comments regarding the minutes of the last DADCA meeting. DG had been missed out from them – LR to update.</p> <p>The minutes were approved as an accurate record of fact having been proposed by DG then seconded by APM.</p>	<b>LR</b>
<b>4.</b>	<b>KEYSTONE</b>	
i.	<p><b>DADCA Keystone Appendix 1.1 - Articles of Association, 2017</b></p> <p>Fine as is.</p> <p style="text-align: center;"><b>To upload document to website</b></p>	<b>LR</b>
ii.	<p><b>DADCA Keystone Appendix 1.2 - Annual Return, 2017 – Attached.</b></p> <p>PM e-mailed regarding this and stated that they are out of date however the accounts and the confirmation statement are up to date. Annual returns is now referred to as confirmation statement.</p> <p style="text-align: center;"><b>To amend &amp; then upload document to website</b></p>	<b>LR</b>
<b>5.</b>	<b>POLICY &amp; RELATED MATTERS</b>	
	<p>CM &amp; LR to reach out to the main groups that fall under DADCA umbrella group to do the risk assessments and help where required/requested.</p> <p>To prioritise the risk assessments and general policy documents required.</p> <p style="text-align: center;"><b>In Progress</b></p>	<b>CM &amp; LR</b>
<b>6.</b>	<b>FUNDING APPLICATIONS</b>	
	N/A.	
<b>7.</b>	<b>MEMBERSHIP</b>	
I.	<b>Membership applications: N/A</b>	
II.	<b>Affiliated Group applications: N/A</b>	
<b>8.</b>	<b>DIRECTORS VACANCIES</b>	
	N/A	
<b>9.</b>	<b>CURRENT BUILDING</b>	

	The glass has not yet arrived due to a delivery problem with the manufacturer – hopeful it will arrive in the next week. Once that is done, his work is done.	
<b>10.</b>	<b>FIRE DRILL</b>	
	Completed: 13 <sup>th</sup> November 2020.  <b>To be done before reopening.</b>  CM had previously received a final demand from Chubb from £118 for monthly maintenance. The previous Chairs had given CM's details and she rang but it was not classed as an emergency & she will chase up again. The certificates are still in date, it is just about getting it re-invoiced to the correct person.  <b>CM to chase up</b>	<b>CM</b>
<b>11.</b>	<b>FINANCE</b>	
	Nothing to report – GD.	
<b>12.</b>	<b>CARBOOT SALES</b>	
	No dates known.	
<b>13.</b>	<b>COMMUNITY MARKET</b>	
	Suggested dates include (government allowing): 12 <sup>th</sup> & 26 <sup>th</sup> May 9 <sup>th</sup> & 23 <sup>rd</sup> June 14 <sup>th</sup> & 28 <sup>th</sup> July 11 <sup>th</sup> & 25 <sup>th</sup> August 8 <sup>th</sup> September  The risk assessments do need to be updated. LR to send through risk assessment to CM & Sarah.	<b>LR &amp; CM</b>
<b>14.</b>	<b>BOOKINGS/EVENTS</b>	
	N/A	
<b>15.</b>	<b>SUB COMMITTEES</b>	
	To invite Sarah (Community Market) to next meeting.  <b>In Progress</b>	<b>VM</b>
<b>16.</b>	<b>AOCB</b>	
	Mixed Members: We have finally received a draft Heads of Terms from Highland Council to transfer 2 areas of land to DADCA. The Heads of Terms refer to an appendix which is not yet attached but will be the exact map of the 2 areas.  Area 1 contains 5 building plots opposite the Bishopfield play park approved for development for assisted housing. DADCA would buy this area for £75,000 but this sum would only be payable as and when each plot is sold. The current estimated value of each plot for assisted housing is £25,000 so the sum represents a discount to DADCA of around £50,000.	

	<p>Area 2 is 0.6 hectares beside Bishopfield play park and could be divided into either 4 large plots or 5 or 6 smaller plots. This area is included free of charge in the transaction on the condition that it will be used for community purposes. It does not yet have planning permission but it is likely that planning permission will be forthcoming, because it has already been designated 'for community development'. Assuming planning permission is granted DADCA's aim would be to sell these plots on the open market and use the money towards a new Community Centre. The estimated value of 4 plots is £80-100,000 per plot, so between £320,000 and £400,000.</p> <p>The Board is not at this stage asked to approve the purchase of these areas of land, but to approve the 4-person subcommittee of Councillor Jim McGillivray, Joint Chairs Carol MacKay and Viki Mackenzie and Patrick Murray, to progress the purchase along the lines of the attached Heads of Terms by taking legal and other professional advice with a view to finalizing both a contract to purchase the two areas and simultaneously a memorandum of understanding with The Highlands Small Communities Housing Trust that outlines the terms on which the 5 assisted housing plots will be on-sold. The legal and other professional expenses are envisaged to be up to but not more than £10,000.</p> <p>Before any final decision to purchase, the Board will have sight of, and of course ample opportunity to discuss, the draft purchase contract and memorandum of understanding.</p> <p>APM proposes that DADCA receive legal advice using the £20k in the community building bank account and suggests the use of Mackenzie &amp; Cormack.</p> <p>CM asked for any questions.</p> <p>JM asked who the housing is available for – APM states that Community Housing Trust (CHT) would be deciding this as DADCA does not want the responsibility of deciding how and why they chose people. CM continued that CHT are well versed on this and very much about getting people onto the housing ladder and helping families. APM to send the documents regarding this through.</p> <p><b>Approved to ask for legal advice.</b></p> <p>CM: Asked DG when they can open places of worship as they are likely to be first to use the Social Club – he stated end of April but there may be a restriction of numbers. DG will confirm &amp; let CM know.</p> <p>JMc: N/A</p> <p>JM: N/A</p> <p>APM: N/A</p> <p>JR: Not present</p> <p>KT: Not present</p> <p>DG: Mentioned to JH (for risk assessments) that the sanitiser stations may need new batteries.</p> <p>JH: N/A</p> <p>VM: Jenny Taylor would like to donate plates to the Dornoch Social Club. Although the offer is appreciated, they are not required at the Social Club.</p>	<p>APM</p> <p>DG</p> <p>DG</p>
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	<p>VM asked DG about the space required in the hallway if the heater is moved. DG stated he measured it and although it would be tight, there would be room for this.</p> <p>GD: N/A</p> <p>LR: N/A</p>	
<b>17.</b>	<b>DORNOCH 500 CLUB</b>	
	APM to ask KT about the Dornoch 500 accounts.	<b>APM</b>
<b>18.</b>	<b>CLOSING</b>	
	The chairs thank everyone for attending and the meeting is closed at 20:33.	
<b>19.</b>	<b>DATE OF NEXT MEETING – 12<sup>th</sup> APRIL, 2021: 7:30 PM – VIA ZOOM</b>	