

MINUTES

10th MAY 2021

Minutes of meeting of Dornoch & District Community Association (DADCA)
held via virtual video call on Monday, 10th May 2021, at 7:30pm

MEMBERS OF THE DADCA BOARD:

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

PRESENT

Carol Mackay (Co-chair), Viki Mackenzie (Co-chair), Donald Goskirk,
Jerry Horack, Jim McGillivray, Paddy Murray

ABSENT

Gareth Dixon, Kim Tewnion, Jimmy Melville & Jaen Rowland

MINUTES

Lou Rollason

VISITING

N/A

1.	WELCOME & APOLOGIES	
	The Co-Chair (VM) gave a warm welcome to the members and apologies were received from: Gareth Dixon, Kim Tewnion, Jimmy Melville & Jaen Rowland	
2.	MATTERS ARISING (& THOSE CARRIED OVER FROM LAST MONTH (INCLUDING AOCB))	
i.	<p align="center">SOCIAL CLUB REOPENING</p> <p>Awaiting confirmation from the First Minister, but Scotland should reopen further on 17th May. Various members discussed their own requirements at work and decided there was a balance that needed to be struck when looking at the Social Club. LR had created a checklist to protect the community from Covid and is to be e-mail it to the board. CM asked for support with finding a caretaker and would email the details over to VM to advertise in NT & JH to follow up with past applications. DG asked the question regarding practicality of sanitiser, cleaning products and keeping these items from children. DADCA to supply these and LR to add note to T&Cs about responsible use. To order from HIS.</p>	CM, JH, VM & LR
ii.	<p align="center">ADVERTISEMENTS</p> <p>PM has spoken to Mark who will take over but VM will put an advert out too. Caretaker job to be readvertised. PM to send date to VM regarding Community Market for NT. Flowers & Fairs (F&F) reported to be going well. All but 4 pots have been adopted. VM is meeting with Genivieve (Dornoch Stores) next week to discuss the hanging baskets that are going up next month. CM stated how great it is to be buying local. There is a £35 fund per pot if required by adopters. Car will be going back on the road next month & VM requires help with the watering rota.</p>	PM & VM
iii.	<p align="center">SOCIAL CLUB BINS</p> <p>Bins are getting emptied, but stickers are still missing. JH to find out if this can be ordered online via the Highland Council (HC)</p>	JH
iv.	<p align="center">BISHOPSFIELD LAND</p> <p>PM updated with: The contractuals haven't progressed because the Trust is working on their memorandum. Planning in principle needs to be decided. Both cost £2553. Plus, the architect fee of £1500 and for the other plot of £2500 (including drawings, tree layout, house layout etc). The £4053 application lasts for 3 years, the £5053 application lasts indefinitely. PM states that this is for an outline planning permission, CM seemed to think this was too high (normally around £250). PM clarified that this included the architectural design. CM stated that as a community, there should be the ability to tender the architect – questioned if this had been done or if there was a protocol in place that DADCA are unaware of regarding the Trust. PM to query this. JMc stated that the Ward Discretionary Fund is looking healthy so could potentially be utilised for the fees.</p>	PM
v.	SOCIAL CLUB LAND	

	JMc presumed a similar strip of land belonged to HC but it was instead residual land belonging to Sutherland Estates. PM & CM chased this up, but it was unfortunately not the case.	
	MINUTES FROM LAST MEETING	
3.	The minutes were approved as an accurate record of fact having been proposed by CM then seconded by DG.	
4.	KEYSTONE	
i.	DADCA Keystone Appendix 2.1 - Job Descriptions To be updated when new roles are advertised.	LR
ii.	DADCA Keystone Appendix 2.2 – Directors Induction To be updated with the up-to-date information.	LR
iii.	DADCA Keystone Appendix 2.2.1 – Directors Annual Declaration LR to gather information on this.	LR
iv.	DADCA Keystone Appendix 2.3 – Food Hygiene Certificate LR to speak to UHI regarding the certification which could potentially be offered to DADCA affiliated groups as well.	LR
v.	DADCA Keystone Appendix 2.4 – Volunteer Induction To be updated with the up-to-date information	LR
5.	POLICY AND RELATED MATTERS	
	LR to send through proposed risk assessments to JH.	LR & JH
6.	FUNDING APPLICATIONS	
	N/A at this time	
7.	MEMBERSHIP	
i.	Membership applications: N/A	
ii.	Affiliated Group applications: N/A	
8.	DIRECTORS VACANCIES	
	N/A	
9.	CURRENT BUILDING	
	DG & JH have not yet met up regarding the loop system but will do soon.	DG & JH
10.	OUTCOME OF FIRE DRILL	
	To be done on Thursday (13 th May).	CM
11.	FINANCE – ACCOUNTS ATTACHED	
	GD is not present, but bank account is reported to be in fine standing.	
12.	CAR BOOT SALES	
	Unknown for 2021 & not a huge priority.	

13.	COMMUNITY MARKET	
	The first one of the year to take place on Wednesday (12 th May)	
14.	BOOKINGS/EVENTS	
	Bookings will be open from 17 th May. LR had received several requests for bookings from current hirers.	LR
15.	SUB COMMITTEES	
	N/A	
16.	DORNOCH 500	
	CM to catch up with KT regarding this.	CM
17.	AOCB	
	JMc: Public Licence (Social Club) – JMc questioned the HC regarding the fact that DADCA has had one they cannot use and questioned a rebate.	JMc
18.	CLOSING	
	The chair thanks those who attended and bids the board good night. The meeting closed at 20:35.	
DATE OF NEXT MEETING – 14TH JUNE 2021: 7:30 PM		