

**APPROVED Minutes of the Meeting Held at 7pm on Monday 2<sup>nd</sup> March 2026 in Avoch Pavilion**

<b>Present:</b>		
<b>Members:</b> Fraser Brunton, Chair (FB), Drew Mann, Vice Chair (DMn), Tim Phillips, Treasurer (TP), Rosie Brunton, Secretary (RB), Derek Mclver (DM), Alistair Adie (AA), Nicolass du Preez (NdP), Stuart Bruce (SB),		
<b>In Attendance:</b> Cllr Morven-May MacCallum (MMM), Debbie du Preez (DdP), Caroline Eccles (CE), Jimmy Jack (JJ)		
<b>Apologies:</b> David Brims (DB), Steve Baker (SBak), Jenni Carmichael (JC)		
<b>1.</b>	<b>Welcome and apologies</b> FB welcomed everyone to the meeting. Apologies were as above.	<b>Action</b>
<b>2.</b>	<b>Minutes of meeting held on Monday 2<sup>nd</sup> February 2026</b> The minutes of the previous meeting were approved. These were proposed by AA and seconded by DMn	
<b>3.</b>	<b>Matters arising register: Website test update</b> In addition to the regular email with all the papers for the meeting being attached, a second email was sent out to elected and members containing hyperlinks to those papers.  RB was keen for feedback on whether it worked for everyone and how easy it was to access the papers in this way; it is hoped that all the information for future meetings can be shared in this way. It should prove particularly useful for AKCC members to access their actions and keep up to date with news, information and events.  Some members were unable to access the papers as they were unable to log in. TP suggested that this may be because the login link had been timed out. TP will resend the link to those experiencing this issue.  TP has now sent the login link to all associate members; they will now be included in the website link email.  <b>All outstanding actions are addressed under their respective agenda item.</b>	<b>TP to resend link to NdP &amp; DdP</b>
<b>4.</b>	<b>Routine Community Council matters</b>  <b>4.1 Finance report</b>  <b>4.1.1 Matters arising</b>  <b>Budget Survey:</b> TP has responded The Highland Council (THC) budget survey on behalf of AKCC  <b>Bank Account changes:</b> FB thanked TP for his thorough and comprehensive paper. TP explained that we are an unincorporated association which from a	

<p>banking perspective aligns us with clubs and societies, whereas we function more like a business account.</p> <p>There are only two banks that would provide us with free banking and those are the Royal Bank of Scotland (RBS) and Virgin Money (VM). It was noted that whilst VM had some strengths, they would apply charges after a trigger number of transactions had been reached.</p> <p>The RBS do not apply charges however they would require one of the signatories to be an account holder.</p> <p>TP feels that there should be an option for all Black Isle CCs to be able to work with THC and for BICCs to use THC banking. MMM to look into bringing the other CCs on board and investigate THC option. AKCC are looking for a response to this in the coming week. TP to draft something to all BICCs.</p> <p>The consensus was to follow up on the above initially, with a view to opening an RBS account should this not be successful. It was recognised that AKCC monies belongs to the public and we should therefore reduce costs as far as possible.</p> <p><b>4.1.2 Finance update:</b> TP advised that there has been very little change with around 3k in the account. There is approximately £500 in expenses to be settled. DdP provided TP with the outstanding invoice for the Christmas lights. TP estimates that we will have in the region of 2K by the end of the financial year.</p> <p><b>4.2 Planning Applications:</b> There were no applications requiring AKCC involvement.</p> <p><b>4.3 Community concerns arising</b></p> <p><b>4.3.1 Matters Arising</b></p> <p><b>Bus Shelter repair:</b> is still to be progressed. SB highlighted that there is a programme for replacing bus shelters within our area. Avoch bus shelter has not been included in this programme due to size constraints.</p> <p><b>White lining at Gowan Place/Rose Street:</b> MMM has contacted the relevant officer within THC; no update has been made available. SB suggested an alternative name for the responsible officer. MMM to contact this individual.</p> <p><b>Poor road surface Knockmuir to Fortrose:</b> MMM confirmed that this has been added to the schedule for the roads team to repair. AA indicated that the road has been patched but is a temporary fix. AA indicated that there was a further section of this road that required attention and that he would report it directly to the roads team.</p> <p><b>Harbour wall:</b> FB highlighted that FRCC have reported issues with the seaward side of the wall along the A832. There are sections below the road that are damaged. MMM has spoken with the officer and explained that this road is under monthly surveillance and currently shows no sign of collapse. The wall is on the schedule for repair although there is no timescale for the works to be carried out. The issue with the harbour wall at the edge of the village has been deemed low priority, however MMM will keep pushing for it to be repaired.</p>	<p>MMM to contact BICCs &amp; THC re Banking TP to contact BICCs</p> <p>MMM to follow up</p> <p>MMM to follow up</p> <p>AA to report to roads team</p> <p>MMM to keep Harbour wall on her agenda</p>
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	<p>THC Assistant Chief Executive for planning and development, Malcom MacLeod, will be delivering a talk on the 16<sup>th</sup> of March which will be attended by FB &amp; TP.</p>	
7.	<p><b>AKCC Website update</b></p> <p><b>7.1 Matters arising</b></p> <p><b>Opportunity Black Isle:</b> TP to add link to the Opportunity Black Isle report. FB will resend this document to TP.</p> <p><b>Procedures:</b> TP &amp; RB working together to finalise responsibilities and procedures for the management of new site. A final meeting will be arranged for this, followed by a promotion on social media.</p> <p><b>Associate members:</b> TP has now sent the link to all associate members</p> <p><b>Breadcrumb Trail:</b> TP advised that this was now in place</p> <p><b>Members Bios:</b> These have still to be provided by several members. It was agreed that the Bios used for the election can be added to the website. DM &amp; SB still to be added. It was agreed that personal information such as mobile numbers and addresses will not be included. RB suggested that contact should be via the contact form and the AKCC inbox.</p> <p><b>Winter guidance:</b> THC information paper with emergency information is to be added as a link on the website</p> <p><b>7.1.2 New Business</b></p> <p>FB asked how the website will be used by AKCC. RB stressed it would be very important for members to access the website to keep up to date with news, correspondence and actions. Most of the website will be accessible to the public and we are hoping to encourage people to use it regularly.</p> <p>NdP suggested that we rename the “members only” area to “council members” TP/RB to update with new name. NdP also asked if it was possible to contact AKCC via the website. This was confirmed as we have a ‘contact us’ tab and a contact form which will feed into our inbox. We also have the ability (at a future date) to open out a comments option on any news or events we post, recognising that this would need to be moderated.</p> <p>DdP advised that there are no hyperlinks to the local surgeries or hospitals on the Health page. TP to update with these links.</p>	<p>TP to inset link. FB to resend document.</p> <p>TP/RB to meet up.</p> <p>DM &amp; SB to send to TP</p> <p>TP to remove personal details</p> <p>TP to add link</p> <p>TP to rename link</p> <p>TP to include links</p>
8.	<p><b>Public Toilets working group update</b></p> <p><b>8.1 Matters arising</b></p> <p><b>Drainage:</b> Drainage survey to be completed as soon as possible.</p> <p><b>Signage:</b> MMM to post Information on where the nearest toilets are (still to be completed). This is more important now as the use of the Café at No.19 will no longer be an option after the end of March. DdP agreed to create a laminated sheet to be posted on the doors of the toilets.</p> <p>It was agreed that we did not need to cover the ladies/gents signs on the side of the building.</p>	<p>DdP to laminate info sheet</p>

	<p><b>Funding:</b> Application delayed until next round of funding available.</p> <p><b>8.1.2 New business</b></p> <p><b>Funding:</b> This will be required to complete any works required. Applications will be completed once the findings of the drainage survey have been provided.</p> <p>Meeting has taken place with THC outdoor amenities officer. There will be funding available via the comfort scheme to support the running costs of the toilets.</p> <p>MMM ward suggested AKCC apply for the discretionary fund and the community regeneration fund</p>	<p><b>DM to assess costs</b></p> <p><b>TP to apply for funding</b></p>
<p><b>9.</b></p>	<p><b>Sharing Shed update</b></p> <p><b>9.1 Matters Arising</b></p> <p><b>Locks:</b> TP still to remove these from the shed</p> <p><b>Contact Numbers:</b> TP to provide a contact numbers sheet to NdP who will laminate it. TP to secure this to the shed.</p> <p><b>9.2. New Business</b></p> <p>The annual returns have been completed. Food Hygiene accreditation: training has been paid for by the co-ordinator Jo. This has now been completed and the certificates awarded.</p> <p>TP requested that AKCC recognise the amount of work and effort Jo puts into keeping the sharing shed functioning and suggested that we present her with a small gift. This was agreed.</p>	<p><b>TP to remove locks</b></p> <p><b>TP to create contacts. DdP to laminate</b></p> <p><b>TP to purchase gift</b></p>
<p><b>10.</b></p>	<p><b>Flood Strategy and resilience</b></p> <p><b>Resilience:</b> RB provided a brief update on the development of working jointly with FRCC as we have shared areas of concern. RB advised that there are twelve training modules to be completed. Once these have been finished, she will set up a meeting with DMn &amp; DdP to look at the next stages for emergency planning etc. We can then meet up with FRCC to look at our joint approach.</p> <p><b>Flood strategy:</b> FB thanks all who contributed to the report. Consultation will be a two-part process, the first of which will be with multi agency stakeholders, and the second part will be community engagement.</p> <p>Ten agencies have been identified including THC and the various departments therein. FB acknowledged the responses received to date from Broadlands &amp; SISI.</p> <p>MMM was asked to update as to who within THC has had sight of the report, as FB had requested this be forwarded, via the ward councillors to the relevant departments. MMM will address this by adding it to the next ward business meeting for discussion. FB requested a point of contact within the THC so that he can provide a covering letter.</p> <p>MMM has sent the report to the officer responsible for the primary school in Avoch.</p>	<p><b>RB to progress</b></p> <p><b>MMM to raise at ward meeting &amp; provide contact details</b></p>

	<p>DM questioned whether there had been any update on the school playing fields. MMM confirmed that there was not, and funding is required for the necessary improvements. MMM will follow up.</p> <p>DM also aware of the works currently being undertaken at the football field and wondered why the two were not linked, as no works appear to be being done at the school. MMM indicated that the pipe between the two may need to be replaced however there was no funding.</p> <p>The plan is to promote community engagement with via social media and perhaps a drop-in session at the pavilion, inviting residents to come along to discuss the findings of the report.</p> <p>DM commended the exemplary works on the completion of the report.</p> <p>TP queried if we should share the report with the other CCs, FB suggested we wait until we have had some feedback from the stakeholders.</p>	<p><b>MMM to provide update on football field &amp; school</b></p>
<p><b>11.</b></p>	<p><b>Nature Plan &amp; Community Improvement</b></p> <p><b>11.1 Matters Arising</b></p> <p><b>Railway works:</b> AA has contacted Barry Adams to confirm a start date for the three days of assessment works.</p> <p><b>11.2 New Business</b></p> <p>CE updated on the status of the cherry trees, advising that we are awaiting the arboriculturist report, detailing which trees can be rescued or need replaced and outlining which are on council land.</p> <p>There is also some background work underway (looking at funding from the co-op orchard fund) to plant some varieties of apple trees.</p> <p>CE also highlighted that there are no proposed works planned for Killen, despite there being a large open green area that would be ideal for planting trees. CE asked whether this land was Scottish water/council owned and if not, who owned it. DM agreed to find out.</p> <p>CE also mentioned the fly tipping along the Avoch burn, previously raised as a concern by a local resident. It was agreed that we could clear it ourselves and organise an event to do this.</p> <p>It was noted that there is a tree that is about to fall into the burn which should be removed. This will be checked with the arboriculturist.</p> <p>A snapped branch from the Henrietta side is currently in the burn but cannot be removed as this is where our resident Kingfisher likes to perch.</p> <p>TP advised that we have a joint application with FRCC to the ward discretionary fund. If awarded we will receive twice the allocation. This is to be used to support the planned improvement works on the railway path from both ends.</p>	<p><b>DM to confirm who owns Killen land CE to arrange event</b></p>
<p><b>12.</b></p>	<p><b>AKCC Assets: maintenance and records</b></p> <p><b>12.1 Matters arising</b></p> <p><b>Christmas Lights:</b> Storage is being reviewed, currently stored in a workshop</p> <p><b>Christmas Lights:</b> Invoice has now been passed to TP.</p>	

	<p><b>Pavilion Bridge:</b> works are to commence soon.</p> <p><b>Nets:</b> have now been removed.</p> <p><b>Dog waste bag dispensers:</b> DdP demonstrated the new dispensers which are to be installed at the top &amp; bottom of the brae. These are to be fitted with combination locks to prevent wilful damage. The boxes are weatherproof and cost £22 each.</p> <p>DdP advised she will purchase the rolls of bags to test the dispensers. DMn suggested that she contact Roddie who looks after the rest of the dispensers and has a supply of bags. RB to forward contact details</p> <p>NdP Suggested that we have a QR code so that if the boxes are empty, it can be scanned and linked to our contact page on the website.</p> <p>Bill for the boxes etc. to be sent to TP</p> <p><b>12.1 New Business</b></p> <p>FB indicated that we need a review and maintenance schedule of our current assets for 2026.</p> <p>SB advised that the assets have been inspected but would need to be redone. A meeting to progress this will be set up with SB, NdP &amp; DB.</p> <p>CE suggested that the bench seat at the boat bus shelter needs to be treated.</p> <p>The current asset list is available on our website.</p>	<p><b>DdP to purchase locks</b></p> <p><b>RB to forward contact details</b></p> <p><b>NdP to send bill to TP</b></p> <p><b>SB, NdP &amp; DB to meet &amp; prepare a schedule</b></p>
13.	<p><b>AOCB</b></p> <p>CE advised that the gate to the play park is down and has been lying on the ground for months. Needs to be repaired or replaced by THC amenities team. MM to raise with THC.</p> <p>CE also asked if Henrietta bridge was regularly surveyed. SB confirmed that as it is a stone arch bridge it will be included in the inspection schedule and will be checked at least every two years.</p> <p>RB advised that she had attended the recent Fortrose Academy Stakeholders meeting. The minutes of the Fortrose meeting were sent out with the papers for his meeting. The main points were noted as:</p> <ul style="list-style-type: none"> <li>• New 3G synthetic pitch</li> <li>• Improved parking and drop off</li> <li>• Demolition of art &amp; maths block</li> <li>• Installation of new classroom block</li> <li>• Demolition/review of redundant accommodation</li> <li>• Futureproofing</li> </ul> <p>DdP added that since the meeting the main contractor has now been appointed.</p>	<p><b>MMM to raise with THC</b></p>
14.	<p><b>Date of next meeting</b></p> <p>The next meeting will take place at 7pm on Monday 6<sup>th</sup> April in Avoch Pavilion</p>	