



Board Meeting

Monday 25th June 2012, 7:30pm

CDT Office – 32-34 Drummond St, Comrie.

MINUTE

1) Welcome and apologies

PRESENT:

Directors – David McCall, Lisa MacDermid, Bob Hughes, Davey Robertson, Blair Urquhart, Chris Palmer, William Levack, Peter Jones, Bill Knox, Emma Margrett, Peter McRitchie.

Staff – Andy Heming, Claire Mullan, Will Reid

Apologies – Malcolm Allan and Alan Caldwell

2) Consideration of the minute of the last meeting

The minute of the meeting on the 28th May was approved

3) Matters ongoing

a) Bunker update

Legal advice on the terms of the deal had been sought from Burness. These had been sent to GCI Com.

Also negotiating an increase on the Trust's 10% share to reflect the Trust's role in attracting Government investment.

Conveyancing almost complete. Should be close over the next two weeks.

Still awaiting the release of the due diligence report.

b) Financial update

VAT inspection

VAT officer visited on 30/05/12. They were satisfied that everything is in order and noted that the Trust has under claimed for some purchases. The under claim will be included in the next VAT return.

Year End accounts and audit

Timescale revised with accounts to be completed and passed to Finlaysons for Friday 24th August.



This means audit should be completed by end September and AGM could be anytime October – December.

Scottish Government Exemplar Funding

This has now been agreed and an offer received. CDT asked for 12-13 £80,000, 13-14 £70,000, 14-15 £60,000. The allocation is £10,000 per year less ie 12-13 £70,000, 13-14 £60,000, 14-15 £50,000 £180,000 total over 3 years.

This amount is being added to the already allocated CCF funds (for Renewables Advisor, More Than Usual Suspects research and Youth conference). There is a meeting with KSB in Stirling on Wed 27th June to confirm operation of the grant. It is being called a Revenue Raising Flagship project!

LEADER

Securing the core staff and overheads CCF input means that the Trust now has the match funding required for the LEADER project, so that can now be accepted.

The LEADER funding will cover the difference between cost of core staff and overheads and CCF allocation for Aug 12-Sep 13.

The budget is being reviewed to see if the LEADER funds might be spread over an additional 3 months to Dec 13.

The projects in the LEADER application still make sense in terms of delivering the vision.....

1. Create sustainably heated workspaces with high speed broadband access by refurbishing 400m² (over 3 buildings) into 4-6 workspaces to be connected to the new district heating system.
2. Establish a viable community owned events business by creating a serviced unit (showers, toilets, catering) to service events at the camp and producing marketing materials and bookings services for events at the camp.
3. Establish a community owned Green Tourism business by converting 2 huts for self-catering units (to be connected to district heating system if location suitable.) and developing marketing and bookings.
4. Provide early stage development for the marketing of business space at the 2nd 'commercial quadrant' at the camp.
5. Provide staff office accommodation on site by converting 1 hut (on district heating system) for reception and office space for the camp.



The Heritage and Futures Centre was not specifically included within the application, but we will be asking to include staff time put into this, as it impacts on all 5 of the above project strands. There is still the issue of where the implementation capital comes from but, having secured the revenue, attention can now be focused on raising the capital. Hopefully potential capital sources will be more supportive with the revenue secured.

Core staff and overheads

The combined input of CCF and LEADER means that core staff and overhead costs are secure for 2 years with a significant contribution established for a 3rd year.

Budgets

Budgets can now be reviewed in the light of these allocations and FWG will report back to next meeting with revised forecast.

ROC Bunker

Sale now complete and £10,000 received. Timing is helpful as the Trust has just received a legal bill of £7,000 for main bunker legal input so far.

Discussion

Query regarding the red diesel money.

Had been earmarked to pay for staff costs but as additional funds had been secured for this it was available. It may still be needed to support overheads for the first two years. Will know more after the budget has been revised.

Query regarding Awards 4 All application for a mower.

The application had been successful and a conditional offer had been received. On completion of the final paperwork, a formal offer was expected.

Query regarding point 5 (above). Did this refer to “hut 1” or to “one hut”

The hut in question had not yet been decided. Information from Architect Design Scotland regarding Hut 1 was expected soon and this would help inform the decision regarding which hut. Noted that Hut 1 also has power and sewerage already connected. Also noted however that it is some distance from the District Heating system. Ultimately, the Heritage Centre is to be the base at the Camp for the Trust.



c) Working Groups

i) Renewables WG - District Heating Fuel Supply Tender

The Renewables Working Group had considered the tenders submitted for supply of fuel for the District Heating system and submitted their recommendation to the Board.

The Board approved the appointment of Reith Partners for one year, reviewable after 3 months.

Query regarding maintenance.

Annual maintenance and servicing to be carried out externally.

Daily user maintenance, e.g. disposal of ash, to be carried out by Rob Bell and volunteers from the Working Group.

ii) Futures Centre

June deadline for application to the Heritage Lottery Fund had passed. Decision had been taken to postpone application in order to allow time to do some more background work on community engagement. The first part of the application has to show evidence of sufficient community engagement to sustain the curation of the collection as well as ongoing work to engage the community in exploring and preserving their own heritage e.g. school projects

A plan of action was underway to recruit new volunteers to the Local History Working Group. An Open Meeting would be held and all local groups approached with an invitation to get involved.

Social media would also be utilised. Board approved the setting up of a dedicated Facebook page/group for this project.

Important to communicate that it is more than just the history of the Camp.

Suggested that The Royal Geological Society, who look after Earthquake House, could be approached to provide a letter of support.

PKC Heritage Trust had asked if the Trust would like to participate in Open Doors Day. This could be a good focus for the project and useful in collecting data to demonstrate demand. Need to know soon as publicity had to go to printers.

Noted that the Communications Working Group should provide support.

Board requested to actively recruit volunteers and pass contacts on to the office.

iii) Updates

Orchard

Work Days continue to be well attended and work is going well. Apple press and mill has been ordered along with other bits and pieces. Currently in communications with the Allotments Association to resolve a misconception that the Orchard belongs to the Allotments and Allotmenters can take anything in the Orchard shed and help themselves to all compost, top soil, chippings, manure and leaf mould. Selkirk High recently visited and did some work at the Orchard – all went well apart from the weather.

Sports

Application to Gannochy was still to be submitted. Application for the mower was successful but this is conditional until the paperwork (accounts etc) has been checked. This has all been sent off and, once checked, they will issue a formal offer.

iv) Terms of Reference

The Orchard working Group had submitted Terms of Reference for Board approval.

Query regarding the self- financing aspect.

This had been an objective from the start but still some way from achieving.

Query regarding alcohol licences for cider making.

If producing less than 7000 litres, do not need an excise licence. However, a licence would be required for the sale of alcohol. Giving away and asking for donations is not a work around solution.

d) Community Council

June meeting had been the last meeting. Now in recess until September.

Will press ahead with plans for an informal meeting.

e) Laggan Park

Work had continued to improve the appearance of the park.

CDT Chair, David McCall asked if there was anything the Trust could do to help.

Not at the moment but quite possible at some point in the future.

Agreed that the aim is to work collaboratively and that this should be possible.



Suggested that instead of the Laggan Park committee applying for charitable status in order to access funding, that CDT could make applications of their behalf.

The fact that the CDT mower would be available for all groups in the village to use had been passed on to the committee.

Noted that Laggan Park meetings are Open Meetings and that more Board members should attend.

Agreed that Orchard Working Group could hold on to the hedging plants they had offered until planting time in the Autumn.

f) Comrie Fortnight

2 stalls booked for the Street Market. Community Energy Advisor would take one. Claire Mullan would take the other. Peter McRitchie also offered to assist.

Focus of the CDT stall should be Heritage and Futures Centre. Also a membership drive and update.

Suggested that the Brewster Classic Cars group could be asked to hold a rally at the Camp for the Open Day.

ACTION: Claire to contact. Also to contact the Military Vehicles organisation.

Suggested that Chris Palmer could also contact the bike Rally people.

Noted that this didn't have much of a low carbon feel to it.

ACTION: Claire to investigate eco driving and electric car options.

Blair Urquhart reported that the Allotments Association had agreed to provide refreshments.

Suggested that the Board reconvene before the Comrie Fortnight to finalise arrangements.

g) Rural Parliament

Blair Urquhart had attended on behalf of the Board.

Reported that the idea of this initiative would be to provide a forum for discussion of rural issues every 2-3 years.

The focus would be on grassroots engagement rather than agency involvement.

Report to be produced and distributed.

4) Matters arising

a) Format of July Board meeting

There was some discussion around changing the format of the next meeting to a more informal discussion by the Board and to allow for some brainstorming. Noted that the commitments to the funders would have to be borne in mind. Noted that July is already busy with the Comrie Fortnight. However, agreed that introspection and reflection is healthy and that it would be a good idea to refresh the Trust's focus and perhaps rationalise some of the projects. Agreed to proceed with this format for the August meeting.

b) Ring of Breadalbane Bus route

The organisers had been approached regarding an extension to the route into the Camp but had advised that it was too late to make changes this year. The route allowed for drop off at the road end however. Noted that this may present some safety issues but agreed that this is the responsibility of the organisers. Agreed to offer supporter sponsorship this year with a view to becoming a Star sponsor next year.

c) Brewsters Classic Cars

Agreed that this would be a good regular event to have at the Camp. Noted that some charge would have to be made to be fair to other users. **ACTION** : Claire to contact with confirmation and request that they hold their first meeting for the Open Day. Also, to clarify that the area in question is the concrete area in front of Huts 41, 42, 43.

d) CRNS membership renewal

Agreed to subscribe

5) Consideration of membership applications

None had been received.

Claire requested that all working Groups ask their members to review their contact details and update if necessary. This is part of an ongoing effort to update the database.

6) AOCB

There was some discussion on the condition of the playing fields and cutting arrangements.



Agreed that the condition of the pitches was excellent and Ian Reid was to be congratulated on his efforts.

Bishopsfaulds Farm had requested permission to take a silage cut from the rest of the grass. The Board agreed to this.

There was some discussion on the situation regarding Bumble Bee Square.

CDT continue to explore the Hillground option and are awaiting a response from Jimmy Denholm and his contacts at Club la Costa.

Clarification sought on the situation regarding planning.

The camp is designated as an Employment Area in the proposed Local Development Plan. Planning permission has been granted for some of the huts for employment (use classes 4,5 and 6). Class 4 is business use and this can co-exist with residential use, but 5 (industrial) and 6 (distribution) are not favoured close to residential on amenity grounds.

The Trust has submitted a representation to the Council for the camp to be designated as Mixed Use in order that live-work units could be accommodated. There is a risk that this could lead to objections from those in the live-work units to class 5 and 6 businesses, which would constrain their operations, which would not be desirable.

However, the Council has already granted planning consent for a house plot, and there could be scope to carefully locate live-work units away from the industrial / distribution uses.

The hillground and the armoury are the only two areas of land which are able to provide the added value required for a solution to the Bumble Bee Square problem.

Query regarding signage on the CDT offices.

David McCall is organising new signage for the Drummond St office.

Claire is organising removal of old signage at Dunira St.

Papers were circulated for information regarding a proposal for a new partnership to improve outdoor access in Upper Strathearn. Davey confirmed that the Community Council is aware of the proposal.



Peter Jones reported that meeting with authors Alf and Ewen Young had been successful and that the Trust would receive an advance copy of their book.

7) Meeting closed at 9:30pm. Date of next meeting: Monday 16th July