

Annual General Meeting, White Church, Comrie
Monday 04 October 2010 @ 7.30pm

DRAFT MINUTE OF MEETING

Present: See annexed list of members & others present (Appendix A).

Also in attendance: Alasdair Brown of Finlaysons Accountants, Will Reid, Fran Loots, Andy Heming and Isla Valenti (CDT Staff)

Apologies: George Carson, Sally & David Liversedge, Major Burrows, Robert & Marjory Burns, Judy McDowall, Anne & Jim Lawson, Janice Fraser, Mr & Mrs Simmons, Chris Palmer, Felicity Martin, Andrew Thompson, Isobel Ives and Pat Scott.

1. Welcome, Introduction and Apologies

Cathy Tilbrook, CDT Chair opened the meeting, welcomed attendees and noted the apologies. The Chair also asked for confirmation from the meeting that every member had received the notice of the AGM and proposed that the notice could be taken as read.

Point raised from the floor: Dr Irvine asked why the paperwork issued to members did not include an agenda and running order for this meeting. The Chair of the CDT explained that this year the member packs had been amended on advice that had been given however the CDT Board will review this prior to the next CDT AGM. The CDT Chair asked the meeting if, given the agreement for the CDT Board to review the 2011 paperwork, the notice could be taken as read - agreed.

2. Approval of Minutes of 19.10.09 AGM.

The CDT Chair asked for comment on the previous minute – none proposed. The minute was adopted by a unanimous card vote show of hands in favour.

3. Chair's Report on activities of Comrie Development Trust and working groups.

The Chair reported on the activities of the CDT and was assisted by the CDT Directors and volunteers in their respective CDT Working Groups. The Chair spoke of the highlights from the last financial year being the success and completion of the infrastructure works at Cultybraggan Camp, the Comrie Allotments going from strength to strength, tenants moving into the refurbished nissen huts, Comrie in Colour working with the Primary School, fabulous youth drama performances and the hard work of the skate park group despite setbacks in gaining permission for their plans. Also mentioned were the successful publication of the Camp 21 history book, the Climate Challenge Conference in June 2009, successfully organised by Emma Margrett, and the various visits from Politicians, Community Groups and the British Council all of which have promoted Comrie and had a positive effect on local businesses.

The Trust is delighted to have been awarded a second tranche of money from the Scottish Government's Climate Challenge Fund to show how the Scottish Climate Change Delivery Plan can be implemented at a local community level. This funding allowed the Trust to employ two further staff members (Will Reid, Delivery Plan Manager and Andy Heming, Delivery Plan Assistant). Other CDT staff changes have been the creation of a job share post filled by James MacDonald Turner and Fran Loots (ex CDT board member) to cover Emma Margrett's maternity leave. Isla Valenti continues as Office Manager and Rob Bell carries out caretaking duties at Cultybraggan Camp. CDT also employed six part-time Energy Awareness Advisors (EAAs) (Fiona Davidson, Clare Woodward, Marion Burns, Iain Stevenson, John King and Chris Warburton) to carry out the great work of the Street by Street insulation project. On finalising the work of the EAAs both Iain Stevenson and John King stayed on to become part of the current team of Delivery Plan Advisors who

are working with the community to implement the Delivery Plan at a local level – this current hard-working team also consists of Sandra McRitchie, Jacqueline Hart and John Cook. Cathy thanked all the staff for their continued hard work on behalf of the community.

The changes to the CDT Board were the departure of Trish Withey, who worked very hard on the Comrie community website. Velma Plummer also joined the Board for a brief time, but was forced to stand down due to other commitments and we thank her for her contribution.

The Chair then spoke about a query that has been received from a full member who does not agree with the life membership of the Trust. It was reported to the meeting that guidance had been sought from the Development Trust Association who confirmed that the CDT process is normal within Development Trusts and following a CDT Board discussion it was agreed that the current process will remain the same however more emphasis will be made to convey to all members that they can resign at any time. If anyone has thoughts or comments on this please feed them back to the Board via the CDT office.

The Chair then spoke with the meeting to ask for the vote on the Special Resolution to bring the Trusts Memorandum & Articles into line with the new Land Reform Act – a unanimous card vote show of hands in favour was recorded.

All of the CDT working groups have been busy since the last AGM - the Chair gave thanks to the numerous volunteers who work very hard on all the projects in the working groups, the volunteers who deliver the Comrie Bulletin, the Cultybraggan Advisory Group members all of whom play a vital role for the Trust.

Working Groups reports (summary):

Skate Park Group has been up and running for nearly three years now and continue to meet regularly. The group built their own sustainable skate pieces and have been raising money via events such as 'Garryoke' Nights etc. the group are planning a skate trip in the school October holidays using some of the funds raised to further investigate how best to bring a skate park to Comrie. A plea was sent out for a rail that has been stolen from Cultybraggan that the group were using and to please return it. Cathy gave thanks to Alistair Kay and Cameron Carstairs for coming along this evening to give the meeting their update. Felicity Snowsill, CDT Board member, gave thanks to the hard work of this group and encouraged everyone to pledge their support to make the skate park a reality.

Cultybraggan group continues to meet on a weekly basis. Within the year of these accounts the main priorities were: the completion of the major £450K infrastructure works (electricity, water, telecoms), obtaining tenants for the refurbished nissen huts and building 109 (huge progress now with six businesses plus Wilde Thyme in situ), and developing the financial strategy to ensure Cultybraggan is financially self-sustaining by the end of 2013/14 – this strategy has the financial backing of all funders involved with the development. The future priorities for the group are sports, heritage centre and off road access, all of which the Trust hopes will generate more community benefits for people in Comrie. The working group benefits from hugely from the expertise of the local Advisory Panel, with a breadth of professional knowledge spanning many different disciplines. Within the accounting year £665,000 worth of contracts went to local businesses, which in the economic climate has meant a great deal to local families. Within the seven businesses at Cultybraggan there are 42 jobs and it is predicted that when Stage 1 is fully let and complete this job number will potentially rise to 90. The group is currently focussing on further progress of letting of huts, wider community developments and it is hoped that a broadsheet feature on the forthcoming Cultybraggan Investment Fortnight will generate commercial investment partners.

Cultybraggan is generating more activity but is still in a precarious place to make the development a reality especially in the current financial climate. Acknowledgement was given to Dr Irvine as the significant neighbour of Cultybraggan Camp and he was thanked for his generous congratulations to the Trust on the effective running of the Culty Quake event. The issue of the injurious weeds that were mentioned at the

start of the meeting are being dealt with - the Trust has brought this matter to the attention of the grazing tenant and will ensure this is addressed.

Point raised from the floor: Dr Irvine questioned the land management within the Trust's ownership stating that was the responsibility of the Trust and not the tenant – it was confirmed by the Trust that it was indeed the tenant's responsibility as part of the signed lease agreement to ensure weed control was carried out. Dee Thomas asked how the Trust can say that the financial strategy for the Camp was endorsed by the membership when only 30% of the membership voted and she feels the word endorsed should not have been used. The CDT Chair responded by acknowledging that the Trust appreciates the turnout was low but that there was a positive response from those who had responded and there had been plenty of opportunities for people to question the strategy through Open Meetings and a Comrie Bulletin on this subject prior to the ballot papers being issued.

Communications this is a new group set up to improve communications with the community. The group has prepared a communications strategy and action plan and have increased the number of issues of the Comrie Bulletin which are hand delivered to the village (thanks to the great efforts of Eunice Cartwright and her team of volunteer delivery people). The Trust has also increased the number of ebulletins sent out to their members with email – these notices are also displayed in the office window for those who do not have email. The CDT office has been a great success in terms of information both as a drop in centre and for displaying information in both windows. It is hoped that a noticeboard will soon be positioned at the entrance to Cultybraggan camp. The group also produced a timeline that illustrates the journey so far for the Trust and the achievements that have taken place. A new CDT website has been launched although this is a work in progress so some areas are still under construction. The group and indeed the Trust would welcome any suggestion of how we can better communicate with our community and if you are interested in joining this working group please pop into the office and speak to Isla.

Youth Drama Group continues to meet on a weekly basis in The White Church. They had a fabulous performance of Bugsy Malone early in 2010 and enjoyed their "green" production at Culty Quake in May. The group then presented to the meeting a dance routine they have been learning with YDance as a direct result of the money they received from the Comrie Foundation Small Grant Awards – the display was very well received by the audience. Cathy gave thanks to Wendy Goddard and the children for the presentation.

Oral History Group met regularly and worked hard to gather information for their history book from many sources. The group also held a reminiscence afternoon with tea and cake which proved extremely fruitful with much information being gathered. The group spoke to their funders (Heritage Lottery Fund) to gain their consent when the booklet size had to be increased due to the volume of information being gathered – this was granted and the fund spend realigned. The history booklet entitled 'Camp 21' was published at the end of March and half of the 1,000 copies have already been sold. The booklet has generated a lot of interest with the group being asked to do talks and guided tours to other groups. The group is now discussing what to do next and whether to further document camp history or to document both this and general history of Comrie and to feed into the proposed heritage centre. The CDT Chair gave thanks to the group for the hard work and great success of the booklet.

Point raised from the floor: about signage and information at the camp on the history and where to buy the booklet. Grant Carstairs responded by confirming the working group were addressing this in the near future.

Comrie Foundation – the fund raising arm of the CDT has three local patrons: Joan Carmichael, Lorna Ramsay and Andy Gairns. The Culty Quake held in May was a great success and thanks were given to the team who organised the event: Jenni Hendry, Chris Grace and Andrea Findlay plus the hordes of volunteers who helped before during and after the event. Thanks were also given to The Bulletholes who donated their fee for the evening to the Foundation. Earlier in the year the Foundation received a very generous Company limited by guarantee-Registered in Scotland-Reg No SC305425- Charity Reg No SCO38596

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offer from the Tudor Trust to match every pound donated to the Foundation up to a maximum of £100K. Following the profit from the Culty Quake the Foundation launched their first Small Grant Awards which received 13 applications of which all 13 received a donation, 12 with £200 each and one group receiving a much need laptop. The groups were the 1st Comrie Brownies, Comrie Primary School, Comrie Curling Club, Comrie Parish Church, Comrie Rovers, Comrie Lighting Trust, Comrie Community Centre, Comrie Youth Theatre, Comrie Skate Group, Comrie SWRI Hall, First Response Comrie, Comrie Adult Education and Comrie Parish Care. The Foundation intends to set aside a % of future funds raised for further small grant awards. The Foundation ran a coffee morning that raised £1,200 pounds and would like to thank all those involved and who attended. The group have a 'Friends of Cultybraggan' book that all donors get entered in and donors also get a 'Friends of Cultybraggan' scroll – the book will serve to let future generations know who was involved at the beginning. Thanks to all those who have donated already and the groups are delighted that they have £6.5K currently in the bank. The Foundation appreciate that to pay off the debt for Cultybraggan Camp is a huge mountain to climb but they feel that we as a community can pull together to make it happen. The Foundation wished to thank Comrie in Colour for their success this year and for making Comrie a beautiful place to live. The CDT Chair gave thanks to the Foundation for their update and for the hard work of Joan and the other Patrons and noted that we are very lucky to have the three patrons we have.

Sports Group collated the views of the community as to what sports they wish to see up at Cultybraggan and this information has been used to shape the “way forward” for the group. The group met with Sports Scotland and now need to apply for funding as they are confident they can demonstrate the worthiness of sports at the camp. The main aim is to get the pitches up to a level to use again and to be reporting back to the next CDT AGM that there is something tangible at Cultybraggan Camp for sports. The group appealed to anyone who could perhaps donate or sponsor some of the smaller ideas the group has or indeed knew where they could get second hand changing facilities from. If anyone is interested in joining this working group please let us know as the group are keen to get this up and running for all of our community.

Point raised from the floor: on whether the sports are would take up land that potentially would bring money in for the Trust. Clarification was given that the area to be used for sports would only take up some of the current playing field area and one building perhaps for changing facilities. This is very much keeping to the original plan and what the village said it wants and needs in the community.

Renewables Group The group gave thanks to George Carson for his valuable knowledge he shared with the group for the Hydro Feasibility Study and to Jamie Adam from Community Energy Scotland, who has given support. Over the past year the group has been exploring the options for renewable energy generation for both the village and Cultybraggan Camp and has carried out three feasibility studies to explore the potential of Biomass, Anaerobic digestion and Hydroelectric generation.

The biomass study recommended that a district heating system at Cultybraggan fuelled by biomass waste timber from the local forestry industry would be most viable, but requires further heat-using businesses (like polytunnel horticulture). The hydro study looked at potential for hydroelectricity on watercourses on the Earn catchment to generate electricity for both the village and Cultybraggan Camp. A number of potential sites have been identified and meetings will be arranged with landowners to discuss potential options.

There will be a new working group formed called the Village, Events and Volunteering Working Group that will meet for the first time later this week. This group will look at the travel plan and coordination of events and volunteer activity at Cultybraggan Camp. If anyone wants to join this group please let the Trust know.

4. Consideration of the annual accounts.

Alan Caldwell, CDT Board member presented the CDT annual accounts. He highlighted the fact that the Finance Working Group is now up and running and has attracted great financial talent from the community with Ted Henderson, Bob Hughes and Peter Jones joining the group as well as the very welcome addition of Andy Heming to the CDT staff team to deal with all areas of CDT accounts. Alan highlighted the following: on page 20, section 1.1 final paragraph – last year's Year End Accounts the figures do not marry up to the ones shown in this years, this was due to the requirement for CDT to amend the Year End Accounts to comply with the Statement of Recommended Practice Accounting and Reporting by Charities. The other areas highlighted gave further explanation of some figures as reported in the Abbreviated Accounts headed 'expenditure' in addition anyone who wishes a breakdown of the £434,359 capital works at Cultybraggan figure should contact the CDT office and this will be made available.

Points from the floor:

Discussions took place on:

- the reason why the auditors last year had to make the amendments to bring the accounts in line with The Office of the Scottish Charity Regulator (OSCR) [Alasdair Brown of Finlaysons gave the assurance that all amendments were made and resubmitted to OSCR who accepted them],
- the money remaining in the bank [net surplus of £40K],
- where the money will come from to invest in future projects [in two years stage 1 will generate enough to service the debts and allow the camp to run, anything additional has to have a business plan that does not involve further infrastructure works to be done that will involve a cost to the Trust, hence the Investment Fortnight being held to attract some new future commercial partners.
- Under note 10 it states a depreciation of £3,420 [this was clarified as the writing off of the fixed assets e.g. office PC's etc]
- Amendment to budget line for compost doctor in year-end accounts – this will be included in the note of explanation and it was agreed that the adoption of the accounts could go ahead despite this required amendment as it would not alter this figures only the line I which the figure would be shown.

The CDT Chair asked the meeting for a vote on the accounts being adopted – approved by a majority vote.

5. Appointment of auditors.

The Chair moved that the auditors, Finlaysons, Accountants, be re-appointed until the end of the next period for appointing auditors and that the CDT Directors be authorised to determine the remuneration of the auditors – approved by a majority vote.

6. Election/re-election of Directors to the Board of the Trust.

The Chair explained that in terms of the Articles of Association, one-third of the Elected Directors must step down at this AGM, but are eligible for re-election. The Chair went on to say that there were four vacancies to be filled at this AGM but only two nominations. The Chair confirmed to the AGM that Eunice Cartwright and Iain Hansen had resigned office by giving due notice to the CDT Board and that both resignations had been accepted. Peter McRitchie and Peter Jones were standing for re-election and that valid nominations had been received from each of them. Both of these Board members had been co-opted onto the Board during the accounting year. Peter McRitchie and Peter Jones presented to the meeting outlining their reasons for wishing to join CDT as Board members. A vote was taken by a card vote show of hands and it was overwhelmingly in favour, with no votes against. Peter McRitchie and Peter Jones were duly elected as new Directors to the Board of the Trust.

7. Close.

The CDT Chair gave thanks to everyone for attending, the Board members, CDT staff and working groups. The Chair moved that the AGM be closed. This was approved by acclaim. The AGM closed at 9.40pm.

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Appendix A: List of those present at CDT AGM 04.10.10

Full Members

Alan Caldwell, Mill of Ross, Comrie, PH6 2JR
John King, 5 Gowanlea Place, PH6 2EJ
Chris Sanderson, 1 The Paddock, Comrie, PH6
Scott Russell, 1 The Paddock, Comrie, PH6
Blair Urquhart, Olney Bank, The Ross, Comrie, PH6
Matthew Jack, Craigard, Dundas Street, Comrie
Bob Hughes, Mossgeil House, Comrie, PH6
Helen Day, 4 Barrack Road, Comrie, PH6
Lisa McDermid, Mossgeil House, Comrie, PH6
Fiona Palmer, Apple Tree House, The Ross, Comrie PH6
Peter McRitchie, 21 Tay Avenue, Comrie PH6 2PF
Sandra McRitchie, 21 Tay Avenue, Comrie PH6 2PF
Joan Carmichael, Monument Cottage, Monument Road, Comrie PH6
Peter Jones, West Winds, Dalginross, Comrie, PH6
Shelagh Cook, 20 Langside Drive, Comrie
David Robertson, Eilean Rowan, The Ross, Comrie PH6 2JU
Jean Temple, Tarlera, Camp Road, Comrie
Felicity Snowsill, Laggan View, Station Road, Comrie PH6 2EA
Anne Rankine, 1 Langside Drive, Comrie, PH6 2HR
Mairi Sinclair, 21 Field of Refuge, Comrie, PH6
Hazel Wylie, 1 Garry Place, Comrie PH6 2PD
James Irvine, Cultybraggan Farm, Comrie, PH6
Ian Findlay, Glenpark, Monument Road, Comrie PH6 2LP
Grant Carstairs, Knocknairn, Dunira Street, Comrie, PH6
Ray Crozier, 4 School Road, Comrie, PH6
John Henderson, Ben-y-hone Cottage, Dundas Street, Comrie, PH6
Eileen Laycock, 7 Lochay Drive, Comrie, PH6 2PE
John Cook, 20 Langside Drive, Comrie
Mary Knox, 9 Tay Avenue, Comrie PH6 2PF
Bill Knox, 9 Tay Avenue, Comrie PH6 2PF
Dee Thomas, Culloch School House, Comrie, PH6 2JG
Cathy Tilbrook, Hawthorn Cottage, The Ross, Comrie PH6 2JU
William Levack, Rathlin, Dundas Street, Comrie, PH6
Ruth Graham, Woodview, Burrel Street, Comrie PH6 2JP
Ann Kay, 4 Strowan Square, Comrie
Ken Heiser, 18 Polinard, Comrie, PH6

Non Members

Isla Valenti, Ross Bridge Cottage, The Ross, Comrie, PH6 2JR
Emma Margrett, Nurses Cottage, Comrie, PH6 2DZ
Andy Heming, 12 Craig Rossie View, Crieff, PH7 3LF
Alasdair Brown, c/o Finlaysons Accountants, 15 High Street, Crieff, PH7 3HU
Fran Loots, Knocknairn, Dunira Street, Comrie, PH6 2LJ
Will Reid, 15 Laighpark Avenue, Bishopton, Renfrewshire PA7 5BH