

| Item | Actions |
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| <p>1) Welcome and apologies</p> <p><u>Present:</u> David McCall, Malcolm Allan, Davey Robertson, Blair Urquhart, Bill Knox, William Levack, Bob Hughes, Alan Caldwell, Emma Margrett, Lisa MacDermid, Chris Palmer.</p> <p><u>Staff:</u> Andy Heming, Will Reid and Claire Mullan</p> <p><u>Apologies:</u> Naomi Clarke</p> <p><u>In attendance:</u></p> <p>For Item 2) Fran Loots – Youth Conference Co-ordinator</p> <p>For item 4) Joan Carmichael – Comrie Foundation</p> | |
| <p>2) Youth Conference</p> <p>The Board watched the video made of the Youth Conference which had been held at Comrie Croft in February. This was one of the CDT projects funded by the Climate Challenge Fund. Its purpose was to allow youngsters to explore issues around climate change and identify if they would like to take forward a bid for the newly launched Junior Climate Challenge fund.</p> <p>The main theme that had emerged across the age groups was walking, cycling and active travel. Planting and growing was also strong with the primary age group. However, as the Primary School currently did a lot of work along these lines, it was felt that CDT would struggle to add value in this area. It was therefore recommended that the focus going forward should be on active travel.</p> <p>Some questions were posed:</p> <p>What would the Board like to do now? Who would like to take it forward? What could be done to secure funding?</p> <p>It was acknowledged that the recommendations in the report, which had been circulated, would require time and input. However, it was noted that the Primary School, including the parents were very supportive about taking it forward so there was volunteer potential to tap into.</p> <p>It was suggested that funding might be found to train adults as cycling coaches and that a focus on training women may help as they are "more likely to do stuff with kids".</p> | |

It was recommended to start with the very youngest age group as engaging at an early point has been shown to translate into a more active adulthood and that parents in this age group were likely volunteers.

It was suggested that the Camp is a facility that can be used to promote cycling and that commercial trainers could be brought in. However, it was noted that access to the Camp remains an issue. Suggested that now might be the time to focus on resolving that.

It was agreed that the Board would support a bid to the Junior CCF, noting that this would need to be led by young people.

It was cautioned that this would require a lot of work and would need champions on the Board as well as in the community. The Board were advised to consider who would take this forward.

It was noted that a £750 development grant was available for Junior CCF applications and that this could be used to pay a facilitator. Also that there was a £2,500 underspend from the conference which could be used but not for consultancy.

Fran agreed that she could take this forward but only with Board support.

It was agreed to use the open day on 2nd June to gauge interest and how many adult volunteers might come forward.

It was suggested that the Board don't have the capacity to drive this forward and that more volunteer input was essential.

Noted it was important to maintain momentum and timescales should be short in terms of taking the bid forward.

20 DVDs had been produced and the 3 "viral videos" produced by the teens would be published on YouTube.

After some discussion about incorporating this into the ideas meeting, it was decided that a separate meeting should be held. This was due to the essential involvement of the young people and meeting timings being tricky for parents.

With regards to taking a paths project forward, it was suggested that this might be the remit of the Community Council.

Emma and Fran to discuss arrangements for a meeting to show the video take the idea forward.

3) Consideration of the minute of the last meeting
The minute of the last meeting was approved

CM – print and file in the office public folder and publish on website

4) Comrie Foundation

Hut 1

A letter from the Comrie foundation had been circulated. The Foundation would approve the use of £5000 from the Foundation budget for the development of Hut 1 on the basis that it be repaid from any funds raised via the project.

A query as raised as to why it was a loan and not being given as a grant.

Joan explained that the Foundation felt that the money in the foundation budget it had been donated on the understanding that it would be used to pay off the debt on the Camp. They therefore felt it was necessary to request repayment with bank interest.

This was approved by the Board.

Signage

The Foundation would like to know when the idea of selling sponsored signage at the Camp would start. It was advised that CCWG were currently looking at improving signage at the Camp and that this would provide a good opportunity to pursue this idea. Alan Caldwell to discuss with the Foundation.

Family history searches

Joan explained the patrons' idea to develop the family history research aspect of the Camp to raise money by charging for access to this information and help with research.

This could potentially also provide employment for someone in the village. William Levack suggested that Grant Carstairs may know more about this and to try the Black Watch museum but to revert to him for further advice if this proved unsuccessful.

It was suggested that this could either be part of the Heritage Group's projects or could be a standalone project which may be able to bring another building back into use alongside Hut 1.

Will Reid informed the meeting that he had just received a phonecall from the Heritage Lottery Fund to let him know that the grant of £10,000 had been approved for the Hut 1 project.

Along with the approval of the £5000 from the Foundation, this almost completed the funding package. A response is awaited from the Robertson Trust.

5) Finance update

a) General

Now that the CCF funding had come in, the deposit could be paid to Triodos. This was £30,000 and represented 2 years' worth of loan repayments. It was needed as further security because the bank was allowing the Trust to hold on to the proceeds of sales. Each sale would still be considered on a case by case basis but in principle there would be no objection to retention of commercial quadrant sales.

The removal of £30,000 from working capital will make cash flow tighter.

The under spend from last year's CCF money would be able to be carried over. This would be incorporated into the budget going forward and would help with flexibility and timing. Some of it would be used for the youth conference but the office staff budget might also be extended.

Andy would be looking at the accounts for the year end and the budget going forward which should be available for agreement at the next Board meeting.

Previous budgets had assumed receipts which may not now happen e.g. the Green Tourism project might impact on sales in Comm Quad 1. The amount and timing of income from the Bunker and Commercial Quadrant 2 will be very important. Timescales for financial self-sufficiency will be dependent on this and, whilst still achievable, might slip by a year or two.

b) Biomass

The financial viability now relies on EST and Government being willing to alter the loan repayments.

EST are of the opinion that the efficiency figures are still achievable. When the information from the contractor is available EST will be asked to review it.

Questions from the Board:

- Was the product sold fit for purpose?

Assumptions on the percentage efficiency were the main problem. This despite two checks.

- Are there grounds to challenge the contractor?

No. The tender was supplied as requested. The problem lies with

advice given in putting the tender document together.

- What happens now?

The two things that need to happen are happening

1. Approach the lenders
2. Increase the users

The original Board recommendation included the possibility of a 15 year loan repayment option, which has not been made available. The lenders are now being asked to revisit this.

The plan also assumes expected capacity within three years. However, users are not make or break. Finance costs and efficiency of the system are the keys.

6) Annual Report

The preparation of the annual report requires the working groups to report back on their activities.

It was suggested that, this year, the Board builds on the work done at the strategy meetings and reports against the planning triangle.

Agreed that this would make for a more accessible document and be a useful monitoring tool for the members. If it is presented separately from the main legal body of the report, it will also allow for looking ahead to the future.

Andy will be meeting with Finlaysons soon to plan the audit

CM to prepare a reporting format based on the triangle.

7) Bunker update

See confidential minute

8) Huts scheme update

A draft proposal had been circulated and now sought Board approval.

3 small huts and 3 large (which could potentially be split or sub-divided) had been allocated to the scheme.

A discount had been allocated in recognition of the fact that the Trust saves money on having to keep the buildings wind and water-tight. This becomes the responsibility of the repairing tenant.

As long as the tenant continued to invest in the refurbishment of the hut, no rent would be due.

Caution was offered against the use of the word "free" as it was felt to be slightly misleading.

It was agreed that, in order to avoid any confusion between the commercial lets and the repairing lets, Doug Smart would not be involved in this scheme.

It was noted that the Trust would need to cover the cost of having the value of works assessed.

It was requested that the clause giving 12 months to insulate after the installation of heating be amended to require insulation alongside heating installation. This was approved.

It was agreed to pass the details of the marketing of the scheme to the Communications Working Group.

The paper was approved by the Board.

Andy also outlined the latest idea to recruit volunteers to the rural Research project. By volunteering, individuals could earn rewards for their chosen local charity. With £4,500 over two years available in the pot, it was felt this would be good PR as well as an innovative way to recruit the much needed volunteers. It was felt this could make a good package alongside the huts scheme as an additional offer that the Trust was making to the community.

9) Ideas / project generation Open Meeting

Claire had grouped the ideas from the AGM discussion into broad themes. This Board was requested to help with populating the list with names of the people who had suggested the ideas and/or anyone who might have an interest or stake in the particular area of interest. These people could then be contacted with a specific invitation to the event.

It was clarified that the Youth Conference follow up should be a separate meeting and that Emma will organise this with Fran.

As May was already busy, a June date was suggested for this meeting.

CM to identify White Church availability for June,

ask Hansen's kitchen to cater,

ask White church to put on a bar.

10) Forest Enterprise

A paper had been circulated outlining a project idea to develop a log drying business at the Camp. Fintry Development Trust had been consulted as they had a scheme already running. The Forestry Commission had also been approached and was interested in a partnering agreement with the Trust.

It was agreed that this could form the basis of one discussion table at the ideas meeting with Fintry and the Forestry Commission both being

invited along as experts to run ideas past.

It was suggested that this could form a good framework for populating all of the different themed discussion at the ideas meeting i.e. interested volunteers with ideas come along to talk to people who have experience of similar project or wider knowledge of the sector.

11) Community Jobs Scotland

Emma asked for Board approval to submit an expression of interest to the Community Jobs Scotland Scheme. This could allow the employment of 2 young people on a living wage for 25hrs a week for 26 weeks. It was suggested that the posts would be practical help for the Camp Caretaker. Julian had been approached with the idea and was happy to provide supervision.

**Emma to submit
the paperwork to
CJS**

The Board approved the submission of an expression of interest.

12) Green tourism update

See confidential minute

13) Land use strategy stakeholder engagement

Emma raised this event for information

14) Governance advice from DTAS

Rory Dutton had met with David, Claire, Blair and William to look at some issues of governance and AGM management. It had been a useful meeting and David would look at the advice given more closely and make a recommendation to the Board prior to the next AGM.

The issue of membership had also been discussed. It was acknowledged that, whilst it was a mammoth task, efforts should be made to ensure that the membership list is up to date. Claire advised that following the annual mailing of AGM papers, there is usually a small influx of communication regarding change of address and deaths etc. However, a major review of the data would be useful. Given limited staff time, Board volunteer input would be required for this.

15) AOCB

A request had been received from the Comrie Youth Extreme Sports to use CDT charity status to set up a Just Giving page to raise funds for the club. It was unclear as to how this would affect the ability of CDT to have a page to gather donations. Alan Caldwell offered to explore the options and report back.

David had received a letter regarding proposed changes to the funding of a Comrie Outreach Worker from the Abbeyfield Crieff & Muthill Society. The Board had the opportunity to read the letter and approved a response from David in support of the views in the letter.

A request had been received for the erection of a marquee at Cultybraggan for a wedding. Previously, £500 had been paid for a similar arrangement. However, the enquirer felt that this was too expensive. After some discussion it was agreed that Alan and Andy would look at it from a CCWG perspective.

A query was made about the current status of the curling rink at the Camp. Planning had been granted for the overall use of the Sports Quadrant, including the rink. However, as the overall funding application has been unsuccessful it was on hold. The current strategy is to proceed with the changing facilities as a first step. Funding had been granted for half the amount needed for this and a decision was expected on match funding by the end of May.

Renewal of the CRNS membership was approved.

An opportunity had arisen for the CDT to tender for a staff post to provide part-time secretariat and associated duties for the Scottish Communities Climate Action Network (SCCAN). After some discussion about whether this could be incorporated into existing roles or would be a separate post, it was agreed to discuss further with staff.

DTAS had released details of a fund for young people to develop an idea to improve their area or grow an existing social enterprise. It had been thought ideal for the ideas meeting but as the closing date was 31st May, it was agreed just to publicise via e-bulletin etc.

The Comrie Community Orchard would be marking its 2nd Birthday on the 5th May and everyone was invited to join in a celebratory lunch.

16) Consideration of membership applications

One application for full membership had been received and was approved.

17) CLOSE 9:40pm

It was noted that this had been the second extra-long meeting and a request was made to return to 1.5hr meetings

Date of next meeting: Monday 27th May
