

Item

- 1) Welcome
  - a) Apologies

Ray McMaster, Bob Hughes, Will Reid, Naomi Clarke, Andy Heming

- b) Declarations of Interest

It had been realised that Ann Petrie was not a member of the Trust. Her application to join was therefore raised at the beginning of the meeting. This was duly approved and her election to the Board confirmed as of this date.

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- 2) Minutes of previous meeting
    - a) Approval

It was felt that the second sentence in item 2)b) (7a) didn't accurately reflect the discussion. It was agreed that this could be rectified by removing the second sentence.

The minute was then duly approved as an accurate record of the meeting held on Tuesday 16<sup>th</sup> December 2014.

- b) Action Grid / Matters arising

*From 3<sup>rd</sup> November*

Emma still has to speak to Eddie from the Allotments Association.

Sharon will be speaking with Brandon this week.

Claire had checked the postcode for the new member approved and would send acknowledgement.

*From 24<sup>th</sup> November*

The Heritage hutting survey had been completed and delivered. It was noted that before posting anything to the public domain, it should go to the Board (with the caveat that smaller, more general, social media updates could be issued). It was agreed to review communications protocol.

**ACTION: Circulate survey results to the Board for information.**

Bob and Sharon still to report back on revenue raising options from introducing other uses to the office.

CCWG had agreed to put development of Commercial Quadrant 2 to the side for the moment in order to concentrate on other matters at hand.

*From 16<sup>th</sup> Dec*

Self catering business plan was close to completion. The statement of significance had to be added and it would be circulated before next meeting.

The letter had been sent to Dr Irvine before Christmas.

Ann reported that there had been developments which made the working group idea a less attractive option. It was felt that it would be better to develop the art co-operative commercially first. There had been some misunderstanding with Barbara MacDonald's application for a hut. This to be moved from free huts to commercial request for space. Ann noted her own interest in taking on Hut 17 on a commercial basis. Both these enquiries should now be directed to Doug Smart.

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Heritage tours at the Camp were waiting for better weather. It was noted that any proposed events should be directed to the office to check the calendar for potential clashes.

Estimates had been received for connecting hut 61 to the electricity but these were felt to be expensive. A note is to be circulated to the Board. Peter Scally had offered to do the trench digging himself. Caution was noted that he would need to know where the current services are and that insurances would need to be in place and checked. The access agreement is progressing.

Bill Lang is to be asked for a better solution to the constant digging of trenches, perhaps a ring main. Advice is needed on the whole electricity circuit at the Camp.

**ACTION: matter referred to CCWG.**

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### 3) Priority Funding Task Group

Emma had pulled together a document on the strategy review and funding streams. Priorities will be identified against when the funding streams come online. Ann will add information on EU funding options. Emma thanked Ann for this as previously there had been insufficient resource to look at these options.

All funding, including revenue generation, will go into one document and itemised against timescales, lead and potential funding source.

All funding applications and documents should be copied through to Emma for an overview and Andy to supply financial information.

Ann gave an overview of two funding streams she thought might be appropriate for the Trust. One is around remembrance, memory and heritage in partnership with similar sites in Europe. There would be specific requirements on each partners' role in the project. The second is in relation to environmental threats to heritage such as earthquakes, flood and erosion but also looking at community as a threat i.e. human erosion. Dr Iain Banks of Glasgow University may be prepared to work as a lead partner and develop links with Stalag and Colditz. Outputs from this project could be to develop the A listed buildings and secure the D-line. It may not be possible but felt worth looking at. There is an August submission date so work needs to start now.

At the next board meeting, Ann would like to present on Heritage business opportunities. The Board agreed and 20 minutes to be set aside for this.

The Strategy and Funding Group aim to have a balance of funding and revenue generation streams of income. The Board will be advised of the meeting dates if they wish to contribute by writing funding applications.

It was suggested that we advertise the Trust's offer to give funding advice to groups in the village. It was felt that the CDT should focus on its own funding priorities but would not turn down any requests for help. It was noted that assistance had been offered to the Brownies, the Laggan Park and the Soroptimists. It was suggested that staff time could be offered on a consultancy basis as a revenue stream.

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### 4) Finance update

Finlaysons had put together an audit plan but it would be early February before John could come out to the office. The late submission of the accounts would incur a £375 penalty

### 6) AGM

It was important to have the audit complete before the AGM so a date would not be set until the accounts are fully audited and approved. However, a late March date was anticipated.

It was felt that the next AGM should be held before the end of the calendar year in order to bring the gap between Year End and AGM closer together.

The plan is to put a presentation film together for the AGM. All Board members are requested to help with this by submitting photographs, copy and encouraging Working Group volunteers to participate. The presentation will form a report on the Year and would be an opportunity to revisit and reinvigorate the purpose of the Trust. It would be an opportunity to share positive news but also to look at what had been learned when things didn't go to plan. Important to communicate that the development of the Camp is a significant project which takes time.

An enquiry had been received about how to challenge membership of the Trust. This would require a six week lead in time.

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5) Sales

a) Unit 109

As Bob and Ray had sent apologies for this meeting, there was nothing new to report. It was understood that the Wilde Thyme representative had also been away recently. It was hoped to have news on progress by the AGM if not an actual sale.

b) Unit 17

A closing date had been set before Christmas but had failed to produce a sale. It was agreed that it should now be marketed for let as well as sale. CCWG to clarify with Doug Smart what his understanding of the marketing of 14 and 17 is.

Ann declared an interest as she had expressed an interest in leasing unit 17.

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7) Governance

*This item has been reserved to the confidential minute.*

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8) Dr Irvine

A letter had been sent to Dr Irvine before Christmas addressing the items he had raised for discussion.

One board member felt that whilst the statement that "we have no requirement for further asset sales" was accurate, the option to negotiate land for access should be kept open.

It was noted that Dr Irvine had been quite clear, in an e-mail of 13<sup>th</sup> November, that this was not an option.

*The details of this correspondence are reserved to the confidential minute.*

It was clarified that although the cost of buying the camp was £350,000 the figure of £600,000 reflected the development of the infrastructure not ongoing running costs as had been suggested.

Andy and Bob were working towards getting copies of spreadsheets on the website.

Thanks were given to everyone involved in putting the response together.

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9) Break-ins

*This has been reserved to the confidential minute*

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10) AOB

It was requested that CCWG should circulate minute of meetings to all working groups. Fiona Davidson noted that she had requested this some time ago.

Concern was expressed about the state of the Camp. It was felt to be getting very messy. Sharon advised that a programme of works was being identified. This would include work for the site maintenance team, work for volunteers, work for paid holidays (potentially) and direction to tenants. Further work is needed to identify costs in terms of working hours and materials. Storage at the huts on the back row was felt to be an issue. It was noted that considerable improvements had been made recently and felt that the tenants had made a good job of this. However, it was reiterated that issues with the mess remain. It was hoped that the current review of all tenancy issues would address this and improvements would continue to progress. A paper had been circulated outlining the issues which need to be addressed in the review. The recommendation to form a short life working group to implement the actions identified was approved. Volunteers were requested and Sharon, Ann, Blair, Chris, William and Davy put their names forward.

The Trust had been approached by a student from the University of Strathclyde who would like to observe a Board meeting. Her dissertation is exploring power and resistance to entrepreneurship in Trusts. She had been directed to the Trust by Ian Cooke of DTAS who recommended Comrie as an example of a rural Trust. Her attendance at the next Board meeting was approved.

A PhD student had also approached the Trust having been sent by Dr Iain Banks. She is studying PoW camps and will be visiting over the next month.

Chris reported that Sister Candasiri had been in touch regarding a deer fence on the boundary with Milntuim which was damaged. She will make the repair. It was queried if this is connected to the

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sheep grazing let. Chris will discuss with Richard.

The development of the woodland on the hillground is still dependent on a grant but it looks like this may be coming onstream in March/April.

Chris and Ray are doing a change of use planning application for the gap in planning for hut 15. They will include the Officers' Mess (so that it can come into use) and the mower shed.

A letter had been received from Robert Hay outlining ideas that the Trust could develop. It was agreed that many of the points were either being investigated, being done or have been done. A reply will be sent on a point by point basis with an invitation to get involved in helping with the ongoing work and added to FAQs on the CDT website. It was noted that there may be potential to pick up the Lednock scheme again. Naomi is to be asked to investigate.

The issue of land reform was discussed in relation to some of the activity which had been unsuccessful in the past due to unco-operative land owners. Claire noted again that the Consultation on the Future of Land Reform in Scotland had been printed out and posted on the wall by the white board for anyone to copy and consider a response. Ann noted that the next Comrie Conversations would focus on land reform.

Chris reported that the mini-tractor had arrived. Thanks to Fiona and Barclay for picking up. John Cook is to be asked to do a maintenance schedule. John King is to be asked to do a risk assessment.

Lisa's garden will need to be tidied up as Spring comes. It was agreed that it would be nice to plant a tree in her memory. Emma will speak to OWG on Sunday about volunteering to help. Fiona is also happy to volunteer. Claire will speak to Bob before anything is advertised in relation to volunteers.

There had been an incident where visitors to Milntuim had been parking at the Camp whilst a heritage event was on. Need to clarify what the permission procedure is for this.

It was confirmed that rabbits at the Camp are monitored by Strathearn Pest Control. Claire to check if any treatment is recommended.

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#### 11) Membership applications

No further applications had been received.

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#### 12) CLOSE. The meeting closed at 9:30pm.

Date of next meeting 23<sup>rd</sup> February 2015

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