

MINUTE  
Board Meeting  
Monday 30th March 2015, CDT office, 7:30pm

Item

1) Welcome

Directors present: Bob Hughes, Blair Urquhart, Fiona Davidson, Bill Thow, Chris Palmer, Emma Margrett, Ann Petrie, William Levack.

Staff present: Will Reid.

Also present: Katie Malloy.

The Chair welcomed Katie to the meeting. Katie has joined the Trust as a Marketing and Communications intern for a 13 week period.

a) Apologies

David McCall, Ray McMaster, Davie Robertson, Claire Mullan, Naomi Clarke, and Andy Heming.

b) Declarations of Interest

Ann Petrie declared an interest in item 3 b) as she had previously expressed interest in leasing the plot.

Fiona Davidson felt that some of the Board papers had not been circulated sufficiently in advance of the meeting to give members adequate time to consider them.

Bill Thow said he was also not in favour of Board decisions being taken by e-mail as a more informed decision could be taken with the benefit of discussion.

These points were acknowledged. Some papers had previously been circulated and could therefore be discussed at the meeting. If Board members needed more time to consider the papers circulated on the day, decisions could be made by e-mail if necessary.

2) Minutes of previous meeting

The minute and confidential minute of the meeting held on 23<sup>rd</sup> February were approved.

The amended minute of the meeting held on 26<sup>th</sup> January was approved.

3) Cultybraggan Camp update

a) Units update

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

b) Sale of plot: Unit 17 and water tower

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

c) Huts and Common Ground Utilisation by Groups

A paper had been circulated. Sharon Rice-Jones spoke to the report. The allocation of

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the huts for the uses listed was recommended. William Levack felt that this allocation should not be set "in concrete" as circumstances change, and also that the use for hut 83A should be looked at again as it was the only building with the space for storing large items. Sharon acknowledged these points, saying that this was only a 10 year view and that the use for 83A would be re-considered. In response to the definition of heritage being queried, Sharon said that it was not to be interpreted as a hut, allocated for heritage, being run by the heritage group.

The report was unanimously approved.

d) Service Charges progress update

Bob Hughes spoke to this item and will circulate a paper giving the new agreed figures which are a significant increase on those previously charged. They now represented, in his view, a more accurate recovery for the costs involved, including an allocation of staff time, in running the Camp. There will still some complications to resolve in implementing these new charges as the occupiers of the Commercial Quadrant had a different Deed of Conditions from that recently drawn up.

e) Heritage Hutting & Heritage Attraction update

Ann Petrie summarised the key points made by Board members following her presentation to the last meeting on the heritage vision for the Camp. Ann would be discussing further with Ray McMaster how the impact of a larger number of visitors could be managed in terms of the requirement for a traffic impact assessment should there be a significant increase. She would also look into the practical point raised by Emma Margrett as to how visitors could be charged, for the heritage attraction aspect, when the site was also open to the public.

Bob Hughes and Bill Thow were assisting Ann with the financial projects for the heritage business plan. The A listed buildings were the next priority with funding applications proposed by the end of the year.

Dr Iain Banks from the University of Glasgow was assisting with funding applications to the EU. As regards the proposed European network of similar sites, partnership was now in place with Stalag Luft III, although Colditz were not interested in participating. A site in Trondheim was being looked at.

(f) Scheduled Events 2015

A paper had been circulated. Sharon Rice-Jones spoke to the paper. The major issue was insurance cover. Some groups who attend events, in a voluntary capacity, only have cover in place for events their own group organises. This does not cover them to attend events they have not organised. The number of events at present does not warrant the additional premium of an Annual Events Policy. The insurance broker has suggested that the Trust pays a contribution to the additional insurance costs incurred by these groups as well as small groups, e.g. Comrie Youth Extreme Sports, who wish to use the Camp but cannot afford the wider cover. Decisions would be required as to the maximum contribution and budgets for events adjusted accordingly.

Fiona asked if someone could find out what the premium for an "all risks" policy would be. She also noted that this had been previously requested some 10 months ago. Sharon agreed to follow this up.

The paper also explained the event booking process and Sharon asked that the Board acknowledge this.

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4) Other updates

a) Heinrich

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Sharon Rice-Jones referred to correspondence regarding Heinrich Steinmeyer`s Will. This had been dealt with and was now back with the German solicitors. A meeting had been held with Ken Heiser, Andrew Thompson and George Carson which agreed that, assuming there were proceeds from the sale of Heinrich`s assets, a separate group of Trustees should be set up to decide how the money is to be spent to assist the elderly of Comrie.

Sharon noted that there had been several enquiries, some persistent, and that there was media interest. A statement would be made available, but the advice was not to publicise plans as yet as the Will could still be challenged.

It was noted that the tree, in Heinrich`s memory had been planted.

b) Community Shares

Will Reid gave an update on the progress of the community shares initiative. A very positive meeting had been held with Community Shares Scotland who would be able to offer support in launching the offer. They did, however, recommend pre-launch publicity, even though all the funding was not in place, with the most made of events, e.g. VE Day, to attract interest. It was agreed that this should be referred to the Communication Working Group.

5) Decisions made by email

*Some of these items have been reserved to the confidential minute.*

Board AOB from 23<sup>rd</sup> February

As this was approved it was agreed to invite Lorna Ramsay as an observer at the next Board meeting.

Minute of 24th November amendment request

Noted that the comment is not to be retracted.

PKC Local Development Plan Consultation

Will Reid confirmed that the submission prepared by Ray McMaster had been submitted and acknowledged by Perth & Kinross Council.

6) Staffing Review

a) Callum Davidson

It was noted that Callum would be finishing work at the end of March and thanks were extended to him for all his hard work. Sharon Rice-Jones reported that Callum had expressed his appreciation for the opportunity he had been given.

b) Community Jobs Scotland internship & CDT Marketing & Communication (including digital)

Katie Malloy was again welcomed to the Trust.

7) Consideration of membership applications

None received.

8) AOCB

Members, who had not so far done so, were reminded to get back to Sharon this week to

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confirm whether they were standing for re-election at the AGM.

Blair Urquhart asked that it be noted that the prospective tenants for the repairing lease scheme had withdrawn their interest in huts 65/66 because of the delay in dealing with their request.

It was agreed that a planning meeting would be held on Monday 20<sup>th</sup> April at 7.30 p.m. to prepare for the AGM. Sharon gave her apologies.

It was suggested that the meetings of all the community groups should be revived. Members were invited to think about this and to make suggestions as to how a good turnout could be encouraged.

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9) CLOSE

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