

MINUTE
Board Meeting
Tuesday 2 June 2015, CDT office, 7:30pm

Item

1) Welcome

Directors present: Bob Hughes, Chris Palmer, Emma Margrett, Sharon Rice-Jones, Ray McMaster, Bill Thow, William Levack.

a) Apologies – Ann Petrie

b) Declarations of Interest - None

2) Minutes of previous meetings

30 March 2015

The minute was approved with the following amendments.

Item 1 Welcome

Reference to comment by Fiona Davidson should be amended to read:

*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.*

Item 3(f) Scheduled events 2015

Second last sentence to be amended to read:

Fiona Davidson 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.

Item 8 AOCB

Last sentence to be amended to read as follows:

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

30 March 2015 (confidential)

Noted that this minute had now been amended to reflect changes agreed at 11 May Board meeting.

AGM 28 April 2015

Amended draft noted for information.

11 May 2015

Approved. However, it was noted that the discussion in relation to item 7 and Katie Malloy's role with Social Media requires further clarification.

3) CDT Finance Reports

CDT Financial Summary 2014/15 (Pre-audit)

Bill Thow has discussed this with Andy Heming and is confident that the audit will be completed in time for the AGM to be held in November 2015.

Action

All Working Groups need to submit annual reports for 2014/15 – **All Working Groups.**

Tenders to be requested for auditors for future financial years – **Bob Hughes and Bill Thow.**

4) Decisions by email

The appointment of David Cruickshank to carry out an electrical survey of the Camp and make recommendations re electricity supply/equipment improvements had been agreed unanimously. This was **Noted.**

5) Road Signs

The Board considered a proposal for revised traffic management arrangements at Cultybraggan Camp which had been prepared by Chris Palmer. This involved limiting traffic passing through Commercial Quadrant 1 (CQ1) to large vehicles only. All other traffic would use the main avenue running from the Camp entrance to the former guard block on a two way basis. Traffic signs would be erected to make these arrangements clear to all Camp users.

It was noted that these proposals had been developed over many months in response, initially, to safety and security concerns raised by CQ1 owners. An initial scheme had been discussed with CQ1 owners in 2014 and would, *inter alia*, have banned all through traffic from CQ1. This was approved in principle by the Board in June 2014. However, both the Cultybraggan Camp Working Group and the Comrie Heritage Group raised concerns about that scheme. In response to those concerns a group of Directors then met on site to review the position and consider other options. Following on from this, Chris Palmer was asked to develop detailed proposals and in December 2014 the Board agreed that a scheme involving a two way traffic flow on the main avenue could be implemented on a trial basis. Directors were asked to email comments to Chris about the scheme.

More recently, Board approval was sought to order traffic signs to implement the scheme. This approval had been sought by email but it became clear that some opposition remained, notably from the Heritage Group. This included concerns about the safety of a two way system and the potential adverse impact on the Heritage Hutting project. As a consequence of this the Board Chair had ruled that it was necessary for the proposal to be discussed at a full Board meeting before a final decision was made.

The Board considered the above history and also the arguments for and against the proposed new traffic management scheme. It also considered the case made by the Heritage Group against the proposals and for maintaining the current one way system.

With regard to safety concerns it was noted that Perth & Kinross Council Planning Authority has already granted planning permissions for development at the Camp with the road access down the main avenue as two way. Reducing through traffic from CQ1 would be likely to improve safety there. There was no evidence that a two way system would adversely affect the Heritage Hutting project. There are many examples of shared road

surface arrangements where two way traffic and pedestrians manage to successfully occupy the same space and this can result in a high quality environment. As a detailed design has not yet been prepared for the Heritage Hutting project, it should be possible to factor the proposed traffic arrangement into the design process.

The Board agreed that the proposed two way system should be implemented on a 12 month trial basis and the necessary traffic signs should be ordered. Once implemented the operation of the scheme is to be monitored with regular reports to the Board. Consideration to be given to possible traffic calming measures as part of ongoing monitoring and, if considered desirable, funding to be sought for these.

The Board also agreed that, given the Heritage Group's deeply held concerns, its decision and the reasons for them should be explained to that Group through a separate meeting.

The Board also expressed its concern about the long delay in communicating with CQ1 owners on this issue. It was agreed that Ray McMaster should include the traffic management issue in his forthcoming discussion with them about service charges.

6. Membership Application

Simon Lockhart was approved as an Associate Member.

7. Chair

The current Chair, Emma Margrett, had indicated that this would be her last meeting as she was standing down both as Chair and as a Board member.

The Board warmly thanked Emma for the many years of service she had given the Trust as a Trustee, Chair and previously as a member of staff. It was hoped that a social event could be organised in the near future to suitably mark Emma's time with the Trust.

It was agreed that Sharon Rice Jones, the Vice Chair, would be acting Chair for the time being.

8. AOB

William Levack explained that there was a pressing need for CDT to have a clear policy on access to keys for property at Cultybraggan Camp. This would become especially important in relation to the electrical survey that was about to start since the electricians will need to get access to the huts. With this in mind, CDT needs to decide whether it should hold a master set of keys. In deciding policy there will need to be clarity on insurance and other liabilities. **Action – Site Management Group.**