

Assynt Development Trust Limited

Minutes

Board Meeting 2:00pm Friday 12th October Community Room, Lochinver Village Hall

Present

Willie Jack, Boyd Alexander, Madeline MacPhail, Nigel Goldie, Marianne Hutchison

In attendance

Ewen McLachlan, Adam Pellant

Apologies

Sarah Ann MacLeod

Conflicts of interest

BA - CALLP Database

1. Minutes of meeting of 6th September 2018

The board **AGREED** that these were an accurate record of proceedings

2. Matters arising (not addressed elsewhere on the agenda)

2.5 CALLP database deadline is March – WJ & BA to meet & report

2.14a Electric charging points – this is happening and in hand; most likely Cruamer car park before March 2019

2.14b Fire & 2.14c Solar panels - AC(T) board needs to discuss and recommend to ADT board

7. Democracy Matters meeting – the board **AGREED** that this had been a great success . AP took minutes of the meeting and AP & EM **AGREED** to liaise with WJ over production and submission of the evidence to the Scottish Govt.

3. Financial & Legal

a) ADT Ltd and AC (T) Ltd financial update

Current bank balances: ADT Current £1,793 ADT Reserve £10,000 AC(T) £3,437

b) Big Lottery Fund Grant conditions

The board noted that the letter to BLF had been recently sent with no reply yet received

c) Accounts for AGM

AC(T) 2017 & draft 2018 and ADT draft 2018 presented earlier

The board **AGREED** that the accounts presented were an accurate record of the Trusts finances. WJ **AGREED** to circulate the complete DRAFT final accounts prior to the AGM

4. Governance

a) HIE board governance health check session

The board noted that this meeting is planned for 11:00am Wednesday 31st October

b) Minutes secretary

It was **AGREED** that the post should be advertised by WJ at a fee of £400pa for 8-10 meetings pa

5. Affiliated groups

a) Assynt Community Digital Archive

A meeting has been arranged between WJ & Ray McKay from Assynt Crofters Trust over possible collaboration with the ACDA. The board **AGREED** that this could take the form of an outreach project and we would want to know “What are ACT considering? And we would need to know “How would it work?”. Therefore a written Memorandum of Understanding would ultimately be needed for co-operation to take place. WJ to report back

b) Loo at the Light - door lock

Lack of progress over the lock was noted. WJ **AGREED** to contact seller in an attempt to resolve problems

c) Broadband

Complaints about speed in Assynt outside Lochinver – discussion about this item was postponed

6. Culag Park

Verbal update given by MH & WJ

a) Gate by The Mission – the gate closer has now been removed and Gordon Nairn is fabricating a plate to give the closer more force

b) Dogs in the Park – MH advised that it is not possible for us to have byelaws introduced. The board accepted that more effective dog signs with graphical information about the effects of dog-poo should be sourced. MH **AGREED** to investigate

c) WJ **AGREED** to put together a grass cutting rota for 2019

d) MH **AGREED** to find out the possible location of the Culag Park grass equipment from the 90's

8. Development Officer Post

a) Report from Ewen

1. MM asked what progress there was with the database of Assynt organisations. EM replied that posters should have been put out. EM **AGREED** to report back on this next meeting

2. Loo at the Light Lock – as noted previously in the meeting, despite working with several individuals, the lock has not been installed. To follow this up WJ **AGREED** to contact the supplier. WJ **AGREED** to contact Clive to retrieve the 'charity' collection box which had been used while he was there

3. Discover Assynt – tourism desk – EM gave an update on the volunteer led tourism info desk at The Mission

4. Assynt radio – Greg is interested in following up on the failure of Ullapool radio to see if he could start up Assynt radio. The board discussed this and **AGREED** that at present it was not on our agenda but would be interested to hear from Greg when he has found out more info. WJ **AGREED** to write to Greg & report back

5. Tourism forum – EM updated the board on his idea to seek to hold a tourism forum for tourism providers, if possible before the end of October. BA advised that the CALLP tourism app survey results should be out by 17th October – BA **AGREED** to share these with EM & the board

6. Discover Assynt website – EM **AGREED** to produce a paper on ideas for the updating of the DA website for the November board meeting

7. Cludgie project – EM advised that we should hear about LEADER match funding for the project very soon. The HC WDB £2k allocated funds were being applied for

8. KoSDT Assynt Community Plan – the draft should be ready by 26th October

b) Report from Adam

1. AP gave an update on CAT/ SLF issues

2. Linda Munro – AP & WJ updated the board on their meeting this morning at the Sutherland Community Planning Partnership meeting in Lochinver. The meeting had been very worthwhile and had been part of ADT's strategy of meeting with HC key opinion leaders.

Linda Munro had told WJ that HC would only sell the freehold of the Mission building at market value – WJ told the board that he felt this was a better answer than no. She also told WJ that by 2022 Assynt would be the only CC area in the North Highlands without at least £60k pa in community benefit cash. She also said that she felt it was up to HC to then channel more funds towards Assynt. The board felt that we should seek to meet with Kirsteen

Currie, Hugh Morrison and Linda Munro to discuss our plans and gain their support for our plans. WJ **AGREED** to write to all the councillors

3. Also at the SCPP meeting AP & WJ had met with Morven Taylor from Highland Communities Small Housing Trust and had discussed housing needs in Assynt. AP is to meet with her to discuss this and the need for a Housing Needs Survey in more detail on 15th October. AP **AGREED** to report back on this

4. As WJ had been advised by HIE and COSS at DTAS in Aberdeen, AP had made an application for £3k to the Making Places Community Design charette. We should hear back by end of October

5. Survey Monkey – online survey application had been bought. AP **AGREED** to publicise and share this with other Assynt voluntary organisations

6. CaSPLAN – the Caithness and Sutherland Plan had been presented at the SCPP this morning – AP explained about this and that it is up for adoption at the November HC meeting although it is constantly updated as a live database. AP **AGREED** to liaise with WJ and write to HC and establish interest in the Culag Square area.

d) Community Asset Transfer

Discussed under AP report

e) Tourism and related issues

i) NHI Meeting in Inverness October 29th 10:30am to 3:30pm
Madeline cannot attend – AP said he may be able to. MM to forward agenda

ii) CALLP Tourism Survey completed
As outlined earlier, the results will be available by mid October

f) Waste Disposal

RTIF Application success/ LEADER still to announce
Discussed under EM/ AP reports

9. AOB

a) 6th September 2018 meeting Item 8e Martin Morrison's letter requires a response – WJ **AGREED** that he would do this

b) AGM – on 28th November - BA & AP **AGREED** to draft the AGM advertisement inc a call for more directors. BA **AGREED** to draft poster and to send out to members and email the poster to other Assynt organisations; post FB

c) SNH's Natural & Cultural Heritage Fund
Verbal report from WJ, AP & EM – who all attended an SNH meeting in Lairg on 9th October. The board briefly discussed this new fund and the possible sites around Assynt that may be suitable for an application. These could include Ardvreck Castle & Inchnadamph, Stoerhead Lighthouse, Achmelvich and Kylesku. The board heard that applications would be accepted by SNH from early January to 20th April and projects would need to be for a minimum of £360k, starting in July 2019 & completed by June 2022. Cash flow would be challenging due to no money being paid out until 30 days after payment made. Applications would need to be worked up with no budget forthcoming which could be challenging for ADT. David Whiteford had offered possible (limited) business planning support to help present an application. SNH have confirmed that RTIF funds would be allowable for matching. Land & buildings would need to be owned or leased by ADT. No private investment allowed. WJ **AGREED** to discuss further with other key opinion leaders & report back

10. Dates of Next Board Meetings

Wednesday 28th November 2:00pm-5:00pm - Agreed

Friday 11th January 2019 2:00-5:00pm

Friday 22nd March 2019 2:00-5:00pm

11. Date of AGM

Wednesday 28th November 6:00pm-7:00pm - Agreed