

Assynt Development Trust Limited

Minutes

Board Meeting 2:00pm Wednesday 28th November 2018 Community Room, Lochinver Village Hall

Present

Willie Jack, Boyd Alexander, Madeline MacPhail, Nigel Goldie, Marianne Hutchison, Sarah Ann MacLeod

In attendance

Ewen McLachlan, Adam Pellant

Apologies

None

Conflicts of interest

BA - CALLP Database; MH ACC business

Meeting	Action
<p><u>1. Minutes of meeting of 12th October 2018</u> Proposed BA Seconded MH - the board AGREED that these were an accurate record of proceedings</p>	
<p><u>2. Matters arising (not addressed elsewhere on the agenda)</u></p>	
<p><u>6d</u> SAM AGREED to find out more information about 1990's Culag Park grass accessories</p>	SAM
<p><u>9b</u> MM asked if other Assynt organisations had been informed about the AGM. MM had posted around Assynt and the notice had gone in AN and on FB</p>	
<p><u>2/2.5</u> CALLP Database decision postponed till next financial year</p>	
<p><u>8a5</u> BA AGREED to forward CALLP tourism survey</p>	BA
<p><u>5b</u> WJ has not yet managed to contact the Loo lock supplier</p>	WJ
<p><u>8a2</u> Clive Ward is seriously ill and in hospital and due to this WJ has been unable to retrieve the money collection box from the Loo at the Light. He has spoken to Leigh Sedgley who hopes to find it in the Tea Van. The board accepted this fait accompli and wait to hear any news. WJ AGREED to report back to the next meeting</p>	WJ
<p><u>Toilets:</u> The discussion continued onto Toilets in general: MH reported back from her meeting with HC in Lochinver on 22nd Nov – Gairloch community are not ready to lose the portable toilet that has been earmarked for Achmelvich; it appears that the toilets being built there have not yet started construction. MH reported that ACC are waiting to hear that the guarantee that HC have promised with any new owners of Kylesku toilets is enforceable. WJ advised the meeting that he had a conversation with Tanja at Kylesku and she had not had any discussions with HC about the Kylesku toilets. MH advised that Coigach are considering moving to a donation system only due to the high cost of installing secure coin operated locks</p>	
<p><u>9c</u> WJ reported back on further discussions in relation to the Natural Cultural Heritage Fund. He has now discussed Achmelvich as a possible NCHF project with Andy Summers, SAM and Ray MacKay and hopes to meet soon with Bill Ritchie & Jorine van Delft. He will be meeting with Allan Jones in Inverness on 30th Nov. Alan is a business consultant and some of his fees could be paid for by David Whiteford's NHI. He AGREED to report back more fully at the next board meeting</p>	WJ
<p><u>3. Financial & Legal</u></p>	
<p><u>a) ACA Ltd and AC (T) Ltd financial update</u> NG verbal update: ADT £3,861 with salaries still to be paid out plus Q3 SCP claim to be credited including the VAT reclaim of £1,783. ADT Reserve £7,000. AC(T) £3,391 with £1,000 to come in both December & January</p>	

<p>b) <u>Annual accounts & report</u> Proposed NG Seconded BA the 2018 ADT accounts were APPROVED by the board</p>	
<p><u>4. Governance</u></p>	
<p>a) <u>HIE board governance health check session</u> The report was discussed by the board and rather than adopt the report as presented the board AGREED that NG should report back in January with a prioritisation of the action plan.</p>	NG
<p>b) <u>Minutes secretary</u> The board discussed the three applicants for the post and proposed by SAM and seconded MH the board AGREED to offer the post to Clare Hawley on a one meeting paid trial, starting in January. WJ to liaise with CH</p>	WJ
<p>c) <u>Democracy Matters Consultation</u> The Assynt submission was discussed in some detail. MH said that some people in Assynt had complained that they didn't have a local councillor but there was a local person standing at the last election and he wasn't elected. WJ felt that just because certain views don't prevail does not mean that democracy and consultation are not effective. NG felt that the major organisations in Assynt should be engaging in a more formal sense. The meeting had made a commitment to meet again in the near future. After further discussion on the idea of presenting our development goals with the aim of working together for the greater good. BA AGREED to develop the idea further and report back to the January board meeting. The board AGREED to set a date for the major voluntary organisations in Assynt to meet together possibly around the end of January.</p>	BA WJ
<p><u>5. Affiliated groups</u></p>	
<p>a) <u>Assynt Community Digital Archive</u> WJ reported that he had a second meeting with Ray MacKay from ACT - ACT had decided to approach Highland Archives in Inverness for advice. RM agreed to get back to WJ with news. The board asked WJ to approach Duncan Cook from Highland Community Broadband (due to his ACT connections through his father) for advice on switching off the ACDA. WJ reported that the internet connection to the archive would be terminated straightaway.</p>	WJ
<p>b) <u>Connect Assynt</u> WJ apologised to the board for not advising them of his discussions with Connect Assynt. MM felt that the board should have been consulted at least by email, although she welcomed the decision. NG felt concerned that as this was arising under "Affiliated groups" it could involve ADT in future commitments. WJ advised the board that ADT was not entering into any relationship with CA other than a landlord to tenant arrangement by rental of office space within the Mission</p>	
<p>The discussion moved on to discuss the e.Bike scheme reported by EM's in his DO report. The Energy Saving Trust's e.Bike scheme was for a minimum of £15k, 50% matched funding to introduce e bikes across Assynt to reduce car usage. The application deadline is Nov 30th. EM, AP & WJ met with Angela Simpson on 22nd Nov and further communication has been followed through by email. We await a response from AS in early December. NG asked if anything had been decided upon with regards to the former marine room – no. It might be possible to base storage facilities at there Achmelvich, Stoer & Drumbeg. MH cautioned at this stage against deciding to link with a single provider for possible servicing & maintenance. EM AGREED to report back on progress</p>	EM
<p><u>6. Culag Park</u></p>	MH Board
<p>a) The old Lochinver FC Old Red Mower has been taken away by Dave Hall.</p>	WJ
<p>b) <u>Gate by The Mission</u> The board discussed the continuing problems with the gates around Culag Park by the Mission being left open which then allow deer in plus and some dog users continue to use the park for their dogs. The board discussed as to whether disabled access is possible through the back door of the Mission and whether we should attempt to make the entrance better at the back. MH AGREED to find out about door widths. MH has attached a bungy cord to one of the big gates to ensure that it stays closed. MH has found out the cost of A3 signs for the park gates which are £20-24 +vat. Board members AGREED to send MH ideas for these signs. WJ AGREED to ask Donald MacKenzie for the cost of installing a 'kissing-gate' by the side of the Mission</p>	WJ

7. Kyle of Sutherland Development Trust

The Assynt Community Plan (v1.3) produced by KoSDT was discussed by the board. NG felt that the report contained statements that were unrepresentative of the community's views and that it was a missed opportunity possibly resulting from the pre-set format. Overall however the board **AGREED** to support the plan and asked WJ to report to Martin Thomsen and advise him of this and to ask whether ACC members should have sight of the Plan.

WJ

8. Development Officer Post

WJ advised the board that the Q3 & Q4 SCP reports would be much slimmed down as recommended by Diane Cameron from DTAS. WJ also reported that he had been liaising with Diane over the re-profiling of the budget. There was likely to be a £2,100 under-spend in the staffing budget and £1,200 under-spend in the non staffing budget. Diane had agreed to the staffing budget being expanded to include the £2,100 while she was going to seek approval from the Scottish Govt to transfer the non-staffing under-spend to the staffing budget.

a) SCP Report Q2 - for information

b) Report from Adam - report for period 12th October to 16th November

c) Report from Ewen - report for period 12th October to 16th November including reports from NHI Meeting in Inverness October 29th, report from meeting in Machrihanish 1st November, report from Rural Parliament in Stranraer 14-16th November

c) Community Asset Transfer / Making Places charette - Verbal report

d) Tourism and related issues - Website

e) Waste Disposal -RTIF / LEADER conditions & plan for delivery. Verbal report on progress with planning a application to HC and application for trade effluent consent from Scottish Water

WJ introduced all of the above reports including the Q4 forecast report. SAM asked EM about camper-vans and CCWT; EM advised her that no decisions had been made on this issue. MM asked whether any progress had been made on achieving signage by the pontoons but there had not. SAM had been recently to an NHI meeting on marine tourism and asked if it might be possible to have some 'pods' like those at Ullapool harbour promoting local businesses. SAM **AGREED** to develop the marine tourism aspect further through her links with NHI. NG felt that the DO's should produce a report which pulled together information on tourism strategy which set priorities within the context of a business plan. BA asked AP whether he was aware of the rules about contractors and tendering – AP **AGREED** to check. AP advised that we need to speak to ALC to finalise the position of the waste unit prior to submitting the planning application. AP also advised that the timetable to complete the work before the season is out is 'tight and a bit iffy'. EM reported that the 2nd round of RTIF funding is due at the end of January and he **AGREED** to report back on progress at the January board meeting.

SAM

AP

EM

NG left the meeting

9. Meeting with Angela Simpson HIE Lochinver 22nd November

Verbal report from WJ on discussions & correspondence. A reply is hoped for in early December on ADT's request for funding towards the e.Bike scheme (£15k), housing needs analysis (50% or £1=2-3k) and the design charette "Place Making" (£2k)

WJ

10. Meeting with Margaret Davidson, Stuart Black, Donna Manson Inverness 12th November

Verbal report from WJ

11. Meeting with Stuart Black, John Sturrock, Fiona Larg, David Whiteford, Allan MacGuire Inverness 12th Nov

Verbal report from WJ

12. Meeting with Donna Manson HC Lochinver 22nd November

Verbal report from WJ, MH, EM & AP

13. AOB

<p>a) <u>Dave Hall</u> WJ advised that he has heard that Dave Hall is taking on a local young person with a view to starting an apprenticeship. The board applauded this move. EM introduced the idea of CALLP funding a year-long project through their community grant scheme. MH advised that West Highland College / UHI at Ullapool may be interested in getting involved. EM AGREED to investigate further</p>	EM
<p>b) <u>Alex Dickson – charity for gap year students</u> WJ advised that AD would be attending the AGM to bring up this matter</p>	WJ
<p>c) <u>Greg Allen Assynt radio</u> The board await further correspondence on this issue from GA</p>	
<p>d) <u>Loch Duart Salmon Money</u> BA suggested that this could be used to finish off the window at the marine room – EM AGREED to investigate</p>	EM
<p>e) MH said that she had been asked whether the board had a view on the Sutherland Flag</p>	
<p>f) It was stated that Donna Manson, HC CE, held the opinion that remote & rural parts of Highland deserve the same benefits that are being given to Islands with the Islands Bill currently going through parliament</p>	
<p><u>14. Dates of Next Board Meetings</u> Friday 11th January 2019 2:00-5:00pm Friday 22nd March 2019 2:00-5:00pm Meeting closed at 5:45pm</p>	

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