

Assynt Community Association

Minutes of Board Meeting in Archive room, Lochinver Mission

2.00pm Friday 16th March 2018

Attendance

Willie Jack (Chair), Nigel Goldie, Madeline MacPhail, Boyd Alexander, Ewen MacLachlan, Marianne Hutchison, Sarah Ann MacLeod

Apologies None

Conflicts of interest None

1. OSCR Online Update

Keeping vulnerable beneficiaries, volunteers and staff safe

Mandatory agenda item requested by OSCR

Discussed. Acceptance proposed EM, seconded BA **AGREED** and adopted as good practice by the board

2. Minutes of meeting of 1st February 2018

Item 7b 2nd paragraph 'The Glac was missing from the list given

Minutes proposed by MM, seconded by NG and **AGREED** as an accurate record of the meeting

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

Item 2 13e Fish Tanks

Urban Catch are no longer interested in the fish tanks. Since then others have been to see the tanks and David MacKay has taken one of the two smaller tanks. Now that we know how to remove them, the central dipping tank and the second smaller tank will end up at Achiltibuie – **AGREED** that EM & WJ will try & remove the second small tank over the weekend.

4. Financial & Legal

a) Change of Name & Articles for ADT – discussed the schedule of work required

WJ **AGREED** to send BA a copy of the old and new Articles

EGM planned for 16th April 5:00pm immediately after the next board meeting

b) Insurance – two quotes: Zurich £1663pa and Aviva £1483pa

WJ **AGREED** to review the spec with the insurers and after it was proposed MH, seconded SM the board **AGREED** to go with Aviva with a single annual payment of £1483

c) Financial update ACA Ltd £5,428 and AC (T) Ltd £5,724

d) Final Accounts to year-end 30.06.2017 - prepared by Tim Wright

Proposed BA seconded MM **AGREED** by the board

e) OSCR Annual Return due by 31.03.18 – WJ to submit annual return incl accounts

Proposed BA seconded MM **AGREED** by the board

f) WJ advised the board that the application NG had submitted to DTAS in December on behalf of the board had been successful. The board unanimously thanked NG for the application. It was **AGREED** that NG, SM & BA should meet to consider the role in more detail and report back to the next board meeting. MM suggested that she contact Helen Houston at KOSDT to see if they could advise.

5. Culag Park

a) Fencing project - Update from MH

Financial applications made to CALLP, Sutherland Sports Council & Awards for All

Two quotes received from Ally Robertson £6,776 + vat and Jonathan Brennan £7,250 + vat

MH advised that she had been in discussion with Paula Betts (Development Officer at LEADER Caithness & Sutherland). The board **AGREED** with MH recommendation to ask PB to come to Lochinver to discuss a wide reaching over-arching project

b) Culag Park Management Group
Nothing to report

6. Community Asset Transfer - Highland Council

Update from BA on his meeting with Liz Howard from SLF also attended by MM & NG
Proposed BA seconded MM the board **AGREED** to proceed with SLF applications for CAT at:
Large 'asbestos' fish-selling shed, JC former shed base, Fish Selling shed, Harbour side land

7. Waste Disposal

Update from MM

GR from AF is addressing issues surrounding land ownership at the Glac
Alan Jones is advising the group on progress – NHI will pay for two days consultancy
David Slator from ACC is approaching contractors Robbie McKenzie & Charlie Cowan
It is yet to be confirmed if the water supplied will be FOC
SEPA is to confirm whether a tank will be required or not
Highland Campervans contact used to work at SW

8. Tourism and related issues

Business Plan has now been produced and the board **AGREED** to adopt the BP. EM & WJ presented this to JC at VS in Inverness on 26th February and despite a cool reception a meeting with Manuela Colchini has been arranged for 30th March in Lochinver. It was agreed that WJ, EM and MM should meet before hand to discuss the approach we should take.

The planned public meeting was discussed and it was **AGREED** that we should achieve: support from local businesses, co-operation and a sustainable tourism hub. WJ to give a 15-20 minute presentation on the BP, then we should break into small groups with a director at each table. Then report back to WJ noting results on the flip chart.

Public meeting 22.03.18 Lochinver Village Hall
Visit Scotland meeting 30.03.18 Lochinver Village Hall
HIE meeting 04.04.2018 Lochinver Mission

9. Assynt Groups connected to ACA

WJ **AGREED** to follow up LS & RM with regard to the new lock

10. Board business

a) Social Enterprise Academy

i) Strategic planning for trustees

Report from meetings WJ 7th Feb Inveraray and EM 13th Feb Starthpeffer

ii) Leadership training

WJ has booked onto this course to be held over six days at Muir of Ord in March, May & June

b) Board directors training

DTAS training programme for directors and trustees

Proposal tabled. It was **AGREED** to book this for a stand alone date. WJ to progress

c) Governance costs

AGREED to adopt the proposal

d) Organisational objectives

BA's email of 3rd March - **AGREED**

11. AOB

a) Small Grants Scheme 2018

AGREED to defer

b) GDPR - new data legislation

WJ proposed that ADT should send out an email to all on the ACA contact list prior to 25th May. The board **AGREED** with this

c) Edie – EM has approached Arrow Films – they will include Discover Assynt info in their EPK packs

d) MH suggested that we should put up a plaque in The Mission to Sandy Johnson
The board **AGREED** to this; NG to suggest the wording

e) Registered Office Plaque
The board **AGREED** to this; WJ to seek quotes for this & the SJ plaque

12. Forward Agenda Items

13. Dates of Next Board Meetings

Thursday 31st May 2018 2:00-5:00pm - proposed

Friday 13th July 2018 2:00-5:00pm - proposed