

## Assynt Development Trust Limited

Minutes Board Meeting 2:00pm 20 <sup>th</sup> November 2019 Community Room, Lochinver Village Hall	Action
<p><b>Attendance</b> Willie Jack (WJ), Marianne Hutchison (MH), Nigel Goldie (NG), Sarah-Anne MacLeod (SAM) Boyd Alexander (BA), Edwin de Jong (EdJ)</p> <p><b>In attendance</b> Ewen McLachlan (EM) Adam Pellant (AP)</p> <p><b>Apologies</b> None</p>	
<p><b>Conflicts of interest</b> BA e.Bikes</p>	
<p><b>1. Minutes of Board meeting of 24<sup>th</sup> September 2019</b> Minutes were proposed MH seconded SAM and agreed by the board to be an accurate record of the meeting.</p>	
<p><b>2. Matters arising (not addressed elsewhere on the agenda)</b> None</p>	
<p><b>3. Financial &amp; Legal - ADT Ltd and AC (T) Ltd financial update</b> Financial Report 1st July 2019 to 31st December 2020 including actual figures for July to October 2019 plus budget forecast figures for November 2019 to December 2020 unanimously agreed and accepted by the board</p>	
<p><b>4. The Mission Freehold</b> Presentation of the Freehold valuation report from Graham &amp; Sibbald. The board discussed the next steps with HC CAT and SLF applications which are underway and will highlight the rental valuation report from G&amp;S and the usage of the building by the tenants – An Cala, High Life Highland, Connect Assynt &amp; ADT. The applications will need to outline how ownership will benefit the community, show public support, demonstrate social return, outline the activities of ADT and address changes in original business plan. Legislation was not in place for CAT when original lease started. The freehold to be acquired is limited to the footprint of the building. This approach towards building the CAT application was proposed BA seconded NG and unanimously agreed by the board.</p>	AP EM WJ
<p><b>5. Making Places Design Charrette/ SLF –CAT / Housing</b> Reports presented from Resolution Foundation on “Ageing &amp; Demography” and JGA (with funding from COSS) “Your Buildings Your Future” - report from JGA with funding from COSS – both for information Meetings with HSCHT - report of meeting held in early October and from yesterdays meeting <u>Culag Park &amp; harbour areas</u> – Adam gave some background info on the visit to Lochinver in October &amp; HSCHT’s views. RM suggested a meeting with Allan Maguire at HC Development and Highland Harbours to take forward these areas for discussion. The board agreed with this approach <u>Canisp Road Glebe Land</u> – NG gave some background to the meeting yesterday. In particular which party (ADT or AF) to be the lead and apply to SLF to buy the land? After discussing the process the board decided that ADT should take the lead. This would mean ADT taking ownership of the Glebe and this action would require that ADT check if this is acceptable to AF. Proposed by SAM seconded BA, unanimously agreed.</p>	AP EM WJ
<p><b>6. Vision, Mission statement</b> Deferred discussion till future meeting</p>	
<p><b>7. e.Bike Project Update</b> EM gave the board an update including data collected for a report to EST/ Transport Scotland with background info from ALC. This included stories about a local resident rented an e.Bike for two months and has since bought their one with a second resident who had tried the e.Bikes just about to buy their own bike. Another resident has suggested a community e.Bike litter pick. Two bikes were shared for the day with CCDC in Coigach as they are considering buying some for their community. MH asked about maintenance – EM to follow up with KS. BA asked EM to produce a blog about the e.Bike project for ADT &amp; CALLP websites</p>	EM EM

<p><b>8. Discover Assynt Update</b></p> <p>a) Website update Compared to other NW Scotland tourism websites DA is doing much better in objective terms including likes, shares and engagement. BA asked EM to produce a blog about the website. WJ asked EM to produce the 'end of season' report to DA members &amp; supporters before Christmas</p> <p>b) The Loo at the Light update No discussion</p>	EM
<p><b>9. Highland Wireless Update</b></p> <p>Email update sent by Cameron Warren on 12<sup>th</sup> Nov 2019 &amp; email chain from Stevan Lockhart of 28<sup>th</sup> Oct 2019 Achmelvich – Cameron needs to follow up with SAM about possible connection. The board discussed SL's email exchange. WJ suggested that he email Stevan to thank him for his input and AP to forward the email.</p>	WJ
<p><b>10. Climate Conversation consultation</b></p> <p>Report from meeting held in Lochinver on 26<sup>th</sup> October 2019 The board considered what ADT's role should be in facilitating further get-togethers/action. MH said that despite a letter to AN suggesting that it was an SNP political event, the climate conversation meeting was a very interesting event and that those attending were well informed as to the issues. The board agreed that ADT's role should be to facilitate individuals or groups to take the climate conversation further. This led to a board discussion on various issues. The board agreed to:</p> <ol style="list-style-type: none"> <li>1. contact Andy Summers from HC to see why the glass recycling facility had been removed from Achmelvich.</li> <li>2. draft a letter to Donna Manson requesting she visit Lochinver and asking about HC's stance on the environment &amp; climate change</li> <li>3. WJ to send report to prospective parliamentary candidates prior to Lochinver Hustings and to our CC's and Ward manger</li> <li>4. AP to send to Ullapool HS, Lochinver Primary &amp; Lochinver Pre-school</li> <li>6. EM to post a link to the report on our website be encouraging about facilitating others to take a lead</li> <li>7. There should be an open session at the beginning of our next meeting in January to address our climate challenge approach. To be posted on Zero Waste Assynt FB page</li> <li>8. The board agreed to make the Climate Emergency a permanent agenda item for board meetings</li> </ol>	EM EM WJ AP EM WJ
<p><b>11. Culag Park Update</b></p> <p>General discussion about Culag Park WJ is to draft the job specification for grounds persons role. MH has asked Donald MacKenzie about new kissing gate at The Mission &amp; is awaiting a price. MH to ask AM about football nets being removed over the winter.</p>	WJ MH MH
<p><b>12. Cludgie Waste Project</b></p> <p>AP gave an update on the Cludgie project. AP to send the draft tender documents to EdJ for review AP stated that the financial risk to ADT of failure of the project to proceed to completion could be lack of payment of £7k for engineering fees. WJ asked that AL return the signed agreement before any money is transferred as a loan from ADT to AL. Ally MacLeod now chair of AL. WJ asked if AL could pay for this out of reserves as that would be preferred – MH to ask the AL board</p>	EdJ AP/ EdJ MH
<p><b>13. Development Officers Reports</b></p> <p>The Quarterly report for 2019/20 Q2 SCP was discussed. NG suggested that there should be more detail with the SCP / ICF report and the board agreed that the next quarterly report should be presented in draft along with the next DO reports</p>	EM AP WJ
<p>a) Report from Adam See report for period 18<sup>th</sup> September to 14<sup>th</sup> November No questions about his report Discussion about Peets Harbourside sign – possibly by River Inver. Waiting to hear back from Angie after speaking to David Peet. EM suggested that HC be approached to see if they can advise / help</p>	EM
<p>b) Report from Ewen</p>	

<p>See report for period 18<sup>th</sup> September to 14<sup>th</sup> November Signage visit with Joanne Sutherland and BA. After a general discussion it was agreed that EM should ask HC to send us a complete list of all Assynt signs from the tender list.</p> <p>The e.Car project didn't win grant funding but was of benefit to ADT in the connections made with other trusts. EM was asked if there was a possibility of organising a meeting of NW trusts to encourage NW economic planning? EM to discuss with WJ &amp; BA</p> <p>BA – talked about CALLP project under-spend. The funds could be used for alternative projects. BA has been discussing with CALL partners with CCDC and HA (as partners) and ADT and ATA (as secondary groups)</p> <p>BA announced that the community grants scheme will open in January – one project per organisation for submission. Tourism projects maybe good for submission. To discuss at the next board meeting.</p>	<p>EM</p> <p>EM BA WJ</p>
<p><b>14. AOB</b></p> <p>1. Highland Wireless update email received during meeting – read out by WJ</p> <p>2. AP advised that an application has been received from 17 year old Assynt resident from the Luis Gouveia Fund. ADT are minded to accept, but MH &amp; WJ to discuss with Alex Dickson. The applicant will <i>be requested</i> to write a blog for the ADT website.</p> <p>3. SAM raised the issue of tourists on the beach &amp; machair this last year. Achmelvich common grazings committee met and discussed these problems plus the condition of the road; they would like to acquire the beach &amp; machair but are concerned that they would also be required by HC to take on the toilets and carpark. ADT to await an invitation from ACGC for input. AP reminded that under the community empowerment act a suitably constituted community group can apply to purchase the land from HC through CAT.</p> <p>4. MH advised that Karl Rosie had offered to help with NW Development Trusts with any issues they have.</p> <p>5. BA suggested asking ACT / SL to move the Digital archive to ACT in Stoer prior to ADT's AGM</p>	<p>WJ MH AP</p> <p>AP</p>
<p><b>15. Proposed dates of next meetings</b></p> <p>Thursday 23<sup>rd</sup> January 2020 7:00-9:00pm AGM Tuesday 18<sup>th</sup> February 2020 7:00pm</p>	