

Assynt Development Trust Limited

Minutes of Board Meeting Wednesday 25 March 2020, 2.30pm via Zoom

Present

Willie Jack (WJ), Marianne Hutchison (MH), Nigel Goldie (NG), Boyd Alexander (BA), Sarah-Anne MacLeod (SM), Edwin de Jong (EdJ)

In attendance

Adam Pellant (AP), Ewen McLachlan (EM), Clare Hawley Minutes Secretary,

Apologies

Item	Meeting	Action
1	<p>Corona Virus</p> <p>WJ spoke to Martin Thompson HIE yesterday and a SG fund will be made available for Assynt organisations that are supporting the community through the Corona virus pandemic. WJ has spoken to Liam Taylor about this and will speak to him again. WJ also spoke to Bill Wardley-Smith and Bill thinks the Assynt centre will qualify for third sector resilience funding. WJ noted that in other areas of the country volunteer networks have been set up by communities to check everyone is okay and this is the kind of scheme that could be set up in Assynt possibly with a fund to pay expenses of volunteers which ADT could facilitate. MH noted that for ACC Alex Dickson has an action plan in place and ADT don't want to duplicate what is already in place but can assist it through the use of ADT office space etc. As it is uncertain how long the Corona pandemic is likely to go on the need within the community will only going to increase the longer it does. ADT must collaborate with ACC & CCA. MH commented already some people are acting on their own such as the tourist signs that went up. MH will speak to ACC about collaboration. WJ thinks there may be some funding that ACC are not entitled to that ADT can access and MH informed the meeting that the Martin Lewis fund closes tonight for grants. The North Highland Initiative fund is available for communities and they have £30k to help communities that have problems such as fuel for volunteers etc. and is open to everyone to apply.</p> <p>It was asked if tourist providers need help with funding forms etc, can ADT help? SM noted that the current hostility towards tourists still here is not going to help in the long term. SM asked if ADT can email businesses on their list and ask if they want help and let them get in touch.</p>	<p>WJ</p> <p>MH</p> <p>EM</p>
2	<p>Minutes of the Board Meeting of 23 January 2020</p> <p>The minutes of the previous meeting were agreed to be an accurate record of the proceedings. This was proposed by BA, seconded by MH</p>	
3	<p>Matters Arising from the minutes of the previous meeting (not addressed elsewhere on the agenda)</p> <p>Highland wireless – WJ told the meeting that it states on their website that they are not undertaking new installations. WJ not had an update from HW for a month.</p>	<p>WJ</p>
4	<p>Finance and Legal</p> <p>A) ACA Ltd and AC(T) Ltd finance update Final accounts Proposed by BA, seconded by NG All Agreed</p> <p>B) ADT Ltd AC(T) Ltd financial update The acceptance of the final part of the 2019/20 funding for the Investment in Communities Fund (ICF) has been signed.</p> <p>Reductions in income: 1. The loo at the lighthouse has closed so there will be no income coming in from that 2. No income from the eBike project from Assynt</p>	

	<p>Leisure 3. Discover Assynt's budget will be reduced as it can't ask tourist providers to contribute if they are not likely to have a season. WJ proposed that JP temporarily stops web development from May. 4. The mission building will not be redecorated this year. Taking these into account the budget to 31.12.2020 shows a reduction of £14k. This will be reviewed each month and the Trust can adapt as this current situation develops. Changes in budget were Proposed by BA, Seconded SM and Agreed by the board</p> <p>Investment in Communities Fund update The board Agreed with the ICF Offer of Grant being signed and accepted.</p>	<p>WJ</p> <p>WJ</p>
5	<p>Cludgie Waste Project</p> <p>The project is almost ready to move on to construction and has been re-designed as a campervan waste disposal facility with the re-surfacing of Assynt Leisure car park being done in a lower cost semi-permanent material. MH had some concerns about increase of traffic to car park which is already in poor condition and that the re-surface of the car park was an original draw of the project. WJ asked if it is possible for campervans to not enter the car park and park on road instead when using the Cludgie. It is not sure that this can be done without a formal approach and permission from HC/ Highland Harbours. MH is to speak to AL and come back with a list of questions. WJ asked if AP and EM can join a conference call with AL to discuss further and seek agreement on the best way forward. EM suggested HC could make a layby they can use and that there should be ways around it.</p>	<p>MH</p> <p>AP/ EM</p>
6	<p>The Mission</p> <p>A) HC CAT Application The CAT application has been sent to HC and a notice has been put up inside & outside the Mission building. Six letters of support were received from community bodies but not from ACC. There is to be a HC meeting at end of April and the application will possibly be considered at that meeting.</p> <p>B) Discharging security from Mission lease by TNL Community Fund The mission had a security burden from Big Lottery Fund but that has now been released. In order for the solicitors to go ahead with the transfer they need 2 sets of ID from each Board member to be sent to WJ ASAP and suggested a driving license and utility bill would suffice. WJ to email all.</p>	<p>WJ</p>
7	<p>The Glebe Land, Lochinver</p> <p>The Scottish Land Fund (SLF) has awarded ADT £13,850 (part of the £30k originally asked for) for its Stage 1 site investigation, feasibility study and business plan with the balance of funding to be sourced from the Rural Housing Fund (RHF) which opens in April. A meeting was due to take place next week on site however WJ is unsure if it will now comply with the Covid 19 lockdown and social distancing so it will likely be cancelled. BA asked a zoom conference could be done from site? WJ could go up and show site to other contractors via zoom. SM is not sure of the signal at the site and asked if the contractors wouldn't want to see the land for themselves. WJ to suggest a remote call.</p>	<p>WJ</p>
8	<p>eBike Project</p> <p>The Energy Saving Trust (EST) wrote to EM suggesting ADT apply for the remaining funds in their scheme for the eBike project and the deadline is 31 March 2020. EM proposed that a Cargo eBike could be purchased for the project as this was excluded from the original scheme. He has spoken to KS at AL and there is space in the AL shed to store the bike and KS believes that there would be a demand for a cargo bike. ADT would have to agree to the offer by 31st March 2020 and then order and pay for the eBike by 30th June 2020. Reimbursement is normally within a week. WJ has the documentation ready to apply for the funding. The funding of £4,065.98 to buy the new eBike has no requirement for match funding and no additional cost to ADT. The Board agreed to proceed with the</p>	<p>EM/ WJ</p>

	purchase of the eBike.	
9	<p>Discover Assynt</p> <p>It was suggested that further web design ceases from the end of April until the current situation changes and subscriptions from tourist providers start to come in again. WJ asked is we can seek donations from the users to keep the DA website going? SM would not want to ask for donations in same email to businesses that offers help and any email asking for donations would need to worded well.</p> <p>BA would like to ask the tourist providers how much money is being lost due to the virus outbreak so it can be used in lobbying and looking for funding, EM and SM to work on. The Tourism Forum has been cancelled until further notice. EM sees a need to continue to show pictures and tell stories of Assynt across social media for when tourist are able and ready to return.</p>	EM, SM
10	<p>Culag Park Update</p> <p>The mower has had a winter service but can no longer be kept in the shed as the key has broken in the lock. It was proposed a cover could be sort for the mower so if it can be housed permanently.</p>	MH
11	<p>Climate Action</p> <p>A lot of activity has taken place since the January meeting. MH noted that a recycling station for cardboard is now set up at the harbour along with separation of plastic and waste. Fishing boats can now land their net waste free of charge in the harbour but it will still end up in landfill. Ullapool Harbour Trust are also working on plastic recycling and it would be a good opportunity to work with them on what they are doing. WJ asked if a working group is needed to go forward and the meeting agreed, MH is liaising with planet Sutherland. Bill Badger is keen to take forward and MH has recommended he join the board to work on Climate Action.</p>	
12	<p>Development Officers Reports</p> <p>a) Report from Adam Pellant - Report circulated.</p> <p>1. Pre-school – The building is owned by Lochinver Pre-school Group (LPSG) and leased to Care and Learning Alliance (CALA) with HC paying rent to CAL & to LPSG. The facility is likely to be closed from August to January and it has been asked if ACC could take on maintenance of building. AP raised one concern is the insurance of the building while empty. The pre-school will soon have a period with no children which means they may not be able to have anyone on the Parent Council. MH and AP to discuss with them.</p> <p>2. It was noted that HC has formally recommended that Stoer school be closed.</p> <p>b) Report from Ewen McLachlan - Report circulated</p> <p>EM to take over posting on the DA site from JP</p> <p>Bins – have fallen down the priority list in current circumstances. Could still apply for.</p>	AP, MH
13	<p>Board appointment</p> <p>MH has recommended Bill Badger to join the board of ADT; Bill has provided a CV for the board which WJ circulated with the papers for the meeting. MH proposed BA seconded and the Board agreed to appoint Bill Badger to the Board</p>	WJ
14	<p>AOB</p> <p>A) Gaelic signage</p> <p>An email from Claire Belshaw was circulated and SM thinks it may have come from a discussion she was part of at a different meeting and has become confused with ADT, SM has looked at the minutes of ACC and it is an inaccurate record so she will address that.</p> <p>B) Corona Virus fund, SM put on email to go out to local businesses.</p>	SM SM

	C) Zoom call, it's about £12 per month if want to use more often. Have used the CALL one, could donate towards that.	
15	Proposed Date of Next meetings TBC	