**MINUTES OF MEETING OF THE DIRECTORS OF ARISAIG COMMUNITY TRUST**

Wednesday 29 May 2018, 7pm, LSIC

**Present:** Julia Gordon (Chair), Iain Macniven (Vice Chair), Judy Budge (Treasurer), Jane Foster, Pamela King, Peter Fleming.

**Apologies:** Paul Sheard, Tiina Heinonen (Minute Secretary).

**Attending:** Alison Stewart, Alison O’Rourke, Maureen McColl (Treasurer, Arisaig & District Community Council).

In the absence of Tiina, Iain took the minutes of the meeting.

**DECLARATIONS OF INTEREST:** There were none.

**MINUTES OF LAST MEETING:** The minutes of the meeting held on 28 March were proposed by Judy and seconded by Iain.

**MATTERS ARISING:**

**WAR RECORDS:** Peter is dealing with finalisation of this project following agreement with the Astley Hall Trustees and he will attend to it as soon as he is able. ***Action***: Peter.

**GOWER TRUST:** An application had been received from St Mary’s Church for financial support to cover running costs in the light of recent expenditure by the Church. After discussion it was agreed to award the Church £1,000 and suggest that Father Stan contacts David Shaw Stewart direct regarding any further support that might be available from the Gower Trust in the particular circumstances of the case. ***Action:*** Judy to process the payment and suggest further direct contact as proposed.

**LSIC EXTENSION:** There is nothing further to report at this stage. Planning consent has been obtained.

**WORKSHOP/CAR PARK**: Good progress has been made with the creation of the new car parking area. The boundaries now need to be finalised and spaces marked out in accordance with the regulations when the building contractor has built the foundations for the shed, following which the car park can be completed, including drainage for the shed. Rock for the site has been acquired. Building warrant is still to come through and there is a proposal that the plans for the shed dispense with use of a container, in which case building warrant when received may need to be amended, but that is unlikely to be an issue. A start in June on this work is the current plan. A bill has yet to be received from the structural engineer. Funding for the EV charging point is being looked into, including via the Energy Saving Trust which would require free use for the initial year, and consideration is also being given to methods of payment, including tokens etc. Scottish Southern have confirmed that the fee for the electricity supply will be £477.70. Timescales for the work may impact on the Leader funding arrangements. Julia will check with Martin Culbertson regarding this. ***Action*:** Julia.

**DATA PROTECTION:** Notice went out to all members as per the new regulations by the deadline of 25 May, and the database records have been updated so far as possible. A number of replies have been received. Iain confirmed that, in the context of an organisation such as ACT, nothing further was required, provided that ACT was satisfied that existing consent had been given and that ACT’s data protection policy was freely available for inspection by members, which it is either via the ACT website or upon request. Jane and Tiina were thanked for the great work that they had done on this important exercise. There appeared to some confusion in some people’s minds regarding the nature and status of Associate Membership. Jane will seek to clarify this with relevant parties and also look at the issue of wider associate membership by second home owners etc. ***Action***: Jane.

**PLAYING FIELD:** Paul successfully organised a group of volunteers to aerate the field. ACT is looking into funding for proper aeration equipment in conjunction with Fort William GC and Traigh GC. An application has been made to the Arisaig Fund, which will be considered at their June meeting. There was discussion regarding the need for an Entertainment Licence for the village picnic on 17 June. There is some confusion over this but it appears that, if there is a bouncy castle for which a charge is made, an Entertainment Licence will be required, even though there is no general admission fee. If needed, the existing licence held by the Community Council could be expanded and assigned to ACT for a fee of £120 payable to the Council. While Iain is to clarify finally whether a licence is required at all (since there is no admission fee for the picnic) Pam and Iain will take forward the arrangements for the licence in the first instance. The Games marquee is available for the picnic, and Alison O’Rourke (Alison O) can utilise the event as a forum for promoting ACT’s Eco Project, as is likewise proposed for the Highland Games in July. ACT may be able to have a feature about its activities included in the Games programme too, and Julia will follow this up with Colleen MacLean/Jamie MacKenzie. ***Action:*** Iain, Pam and Julia.

**COMMUNITY HOUSING SURVEY:**  There were 71 responses in total, which is a respectable number. The commissioned report on the survey results should be available in a week or two. Iain mentioned that our newest councillor, Denis Rixson, has expressed a keen interest in housing as a priority issue for the Council. Separately Pam is to chase up Callum about the proposed new ACT logo. ***Action:*** Pam.

**LSIC:**  Alison Stewart (Alison S) presented a report. Visitor numbers in May to date are 1,719 compared to 1,470 last May. Alison S is liaising with Alison O following the latter’s appointment as Eco manager, and already significant progress is being made or is in the pipeline. Alison S reported on other matters, including the Heritage Lottery application in relation to the War Memorial on which ACT has been collaborating with the Community Council, a recent highly successful talk by Hege Hernes on “Malcolm McAlpine at Polnish” – a piece of local rail history, ACT’s involvement with the upcoming Americana Festival and recently providing the catering for the “Brief Encounters on the West Highland Line” play and other matters. In relation to the Centre itself, it was noted that there is a damp area at a window sill, which Toby Robinson is to attend to. Peter is to deal with the matter of an outside tap for the Centre. There was discussion about having a KeySafe at the Centre as there is at the toilets. Iain will check the insurance aspects of this. There was also a lengthy discussion about improving the provision of public waste/recycling etc bins in the village. This will be taken forward in the first instance by the Community Council. ***Action:*** Peter and Iain.

**WEBSITE:**  As noted in the last month’s minutes, this is up and running. There was nothing specific to report beyond that.

**TREASURER’S REPORT:** Bank balance: £45,400

LSIC: £26,348

Unrestricted: - £1,540

Toilets: £3,790

Playing Field: - £35

Gower Trust: £9,030

WWI Glenart funds for elderly: £347

Defib fund: £1,195

Project fund: £2,000

Community Housing Survey: £2,460.

**INCOME GENERATION/POTENTIAL PROJECTS:**  Again, there was nothing specific to report currently.

**ARISAIG STATION LEASE:** Iain’s report on the basic lease terms was noted. Jane, Julia and Pam will collaborate in drawing up a note of ACT’s proposals for the station room, so that West Highland Community Rail Partnership can consider them in the context of ACT’s desire to use the room and the Partnership’s willingness to assist ACT in that regard. The note is required prior to the Partnership’s next meeting on 16 July. ***Action:*** Jane, Julia and Pam.

**MEMBERSHIP:** There was nothing to report.

**AOCB:**

**Toilets:**  An application has been made to the Arisaig Fund to assist with covering the shortfall in funds now received from Highland Council. It was agreed that further protests about this cut should be made, including via the press. Iain will take this up with the Community Council. Also, Julia will chase up the local Spar about donating carrier bag sales money to ACT, and Julia and Jane will liaise regarding painting the gents toilet. ***Action:*** Julia, Jane and Iain.

**DATE OF NEXT MEETING:** 26 June 2018 at 7pm.

There being no further business, the meeting closed at 9pm.