MEETING OF THE DIRECTORS OF ARISAIG COMMUNITY TRUST

Tuesday 1 July 2014

Land, Sea and Islands Centre – 7 pm

**Present:** Heather MacDougall Maggie Kane Gordon Stewart

 Martine Wagenaar Sam Foster

**Chair:** Hugh Cameron

**Minute Secretary:** Rosemary Bridge

**LDO**  Alison Stewart

**Apologies:** Joyce Wilkinson

**DECLARATION OF INTERESTS**

**None**

**MINUTES OF LAST MEETING (29 May 2014)**

Alterations: Minutes of **22 May** Meeting – approved Gordon Stewart

 Heather MacDougall

Treasurer’s Report ….All Banking is meantime to be done in the Mallaig **Post Office**

**MATTERS ARISING**

All to be discussed later in the Agenda

**TREASURER’S REPORT**

Total funds currently standing at £34,400

ACT General Fund £6,800 LSIC £10,000 Current Account £11,600 Bank of Scotland £6,000

An anonymous donation of £500 has been received.

Toilet Donations Box when last emptied totalled £230.00

**LDO CONTRACT/INTERIM ARRANGEMENTS**

Chair wrote to HIE and but received no definitive response. Following a telephone call with Stuart MacPherson a request was made for the following information to be forwarded:

Detail of how the LDO/Project Manager positions tie up

Is it the LSIC rather than the LDO post which requires funding?

Could the LDO area be extended to encompass (for example) Morar and Mallaig

Detail of some possible future ventures which ACT may undertake (e g further acquisition of land/properties/hydro schemes)

If AS can provide the above information, then a date will be set for a meeting with Stuart MacPherson. Directors are asked to e mail AS with appropriate additional information and/or ideas to support the case for the retention of an LDO. It was generally felt that HIE had already been apprised of the detail.

Two members of the Trust arrived at the meeting.

AS (who is content to undertake shifts as a volunteer) left the room while interim arrangements for the management of the LSIC were discussed. Agreed that ACT would fund an extension to the LDO contract in the short term. This could potentially be one day per week , altered to one and half days during peak times and half a day in the winter. H M indicated that she would be happy to take on a defined management aspect as required, at week-ends.

**CCF APPLICATION UPDATE**

SF has displayed an updated option of plans for the LSIC, taking into account all comments received. Discussion took place and views were exchanged, with agreement to leave further comments by 11 July 2014.  There was a clear consensus not to have a cafe included. However, it was suggested that there could be the possibility of working with local providers to find a way of making some provision for tea/coffee/soft drinks.

It is necessary to begin claiming CCF monies as soon as possible in order to ensure that funding remains secure.  The decision previously made to work in two distinct phases was discussed and it was agreed to alter this and progress both phases simultaneously.   SF to draw up a finance table and contact CCF re time scales and security of funding. In the interim claims ACT can purchase/make payments, and claim reimbursement from CCF, for the following:

£2500           Architect Consultation Fees

£1500           Laptop and Software

£841.88         Cost of advertising for Project Officer (GS to forward invoices to SF)

SF to obtain two comparative quotes from Quantity Surveyors (QS) for the preparation of budget cost estimates for the work to the LSIC to give the Trust an indication of possible development costs. Once the planning application has been submitted work will comment on detailed building warrant drawings, which will be used by the QS to prepare a detailed cost estimate for the work. In turn this figure will be used as the basis for funding applications for the construction work not covered by CCF funding.

Project Development Manager Post: There were 5 expressions of interest and 3 applications received. RB to contact other interested parties in order to ensure that there was no issue with the e mail address provided – one had already gone to SPAM. A meeting was set for Friday 4 July at 7 pm in the LSIC to dicuss applications received and the interview process. Cash Flow issues may require LSIC funds and/or bank loan to be used in the short term and repaid later.

**GEOPARK**

A representative visited the LSIC and spoke with a volunteer regarding the display of one of their exhibitions. AS to make further contact.

**AGM**

Posters to be placed around the area (AS) and an effort made to encourage more people in the community to become members. Suggested a stall at the Arisaig Games (SF + MW)

**AOB**

Thanks to all who made the **Village Picnic** such a success – barbeque/photos/article for Westword. JW to put pictures on Facebook. Arrangements for the **Garden Trail** are in hand. **AGM** - confirmed that those Directors who do not require to stand down are happy to continue. Further detail still being requested for the **playing field** prior to funding being allocated, although felt that this had already been provided. Soil analysis indicated a lime deficiency so several loads will be required. AS reported that although the matter has finally been resolved after lengthy two way communications, Business Stream continued to bill ACT for the **Traigh Toilets. Arisaig PO Banking i**ssues now resolved. **Grass cutting** – informal arrangements between Directors meantime but plans to be considered for setting up a village rota.

**NEXT MEETING**

Friday 4 July 2014 – special meeting to discuss applications received and interview arrangements for Project Development Manager Post.