**MINUTES OF MEETING OF ARISAIG COMMUNITY TRUST**

Tuesday 7 October 2014

LSIC

7 pm

**Present:** Hugh Cameron (Chair): Gordon Stewart: Martine Wagenaar: HeatherMacDougall

**In attendance:** Sara Bellshaw: Alison O’Rourke: (Project Development Managers – PDMs)

**Minutes:** Rosemary Bridge

**Apologies:** Joyce Wilkinson: Maggie Kane: Kate Mundell: Julie Gordon

**DECLARATIONS OF INTEREST** None

**MINUTES OF LAST MEETING**  Alterations accepted

Proposed: Hugh Cameron Seconded: Martine Wagenaar

**MATTERS ARISING** Items to be covered in subsequent agenda headings

**INFORMATION FROM TREASURER**

The Trust had submitted a cheque indemnity request to the Co-op Bank. This requests the facility to pay cheques into the accounts in the name of the Land, Sea and Islands Centre (LSIC), in addition to the account name of Arisaig Community Trust.

There is a one-off charge of fifty pounds for this service. To proceed with this request, two directors (authorised signatories) need to sign the disclaimer and return to the Co-op Bank. All agreed that this facility is required. Gordon Stewart and Martine Wagenaar to sign.

**PUBLICATION OF MINUTES** Representation had been made by a Community Trust Member, requesting that Minutes be on Facebook. Directors decided that this would not be done as Minutes are available on the ACT Website. It was decided that a second notice board should be erected to give more space for information and that Minutes would be included here. PDMs to progress this.

**UPDATE ON CONTACT WITH HIE**

(Sarah Bellshaw)

**LSIC Management** **Costs** HIE are content to contribute to funding Alison Stewart’s role in managing the LSIC. Request for hours to be averaged at 2 days per week (2 x 8 hour days), will be discussed with and confirmed by, HIE quickly. Discussion with Philip McCaherty (HIE) will continue as he will be contacting us to ask for more information.

**Extension - Capital Costs** HIE expessed a willingness to contribute to the costs of the extension but were  concerned about the dispartity between the initial figures and Quantity Surveyor (QS) estimates.  Stuart MacPherson offered to personally  look into plans and costings if this would be helpful.   During Directors’ discussion it was suggested that perhaps three Quantity Surveyors should be approached to provide figures.  Alternatively, ACT Directors could approach building contractors for a price based on the specification provided.   Hugh Cameron to liaise with Sam Foster to establish if contact has already been made with builders. PDMs to produce specification and tender document for contractors. Sara Bellshaw to send plans and costings to Stuart MacPherson.

**STORAGE CONTAINERS FOR LSIC STOCK** This has not yet been resolved. PDMs will be out and about in the community and working from home so it is unlikely that a base will be required. Access to a printer though, for example, needs to be sorted.

**PLAYING FIELD** Hugh Cameron had contacted two contractors and received a quote from one only. Following discussion it was agreed that a more detailed specification is required for potential contractors – e g. exact position of deer fence and type of drainage. Hugh Cameron to progress this and arrange a meeting at the field. Gordon Stewart to speak with Sport Scotland re an extension to the completion date for the project and also to ascertain if Souters Sports would like to tender for the work.

**TREASURER’S REPORT** £34,596 total in all accounts. A claim of £4,700 to CCF when received, will bring the actual position to £39,296.

**AOCB** Three months PDMs salary to be added to CCF claim for this month. CFE documentation is to be electronic so Rosemary Bridge to arrange for scanning of signatures (Hugh Cameron and Gordon Stewart) for onward forwarding to PDMs.

**NEXT MEETING** Tuesday 11 November 2014: 7 pm LSIC