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

Monday 23 October 2017 Land, Sea and Islands Centre 7 pm

**Present:** Hugh Cameron (Chair) Julie Gordon Kate Mundell Gordon Stewart

 Iain Macniven Pamela King Rosemary Bridge (Minutes)

**Apologies:** None

**DECLARATION OF INTERESTS** None

**MINUTES OF LAST MEETING** (26 September 2017) After adjustments, the minutes were approved. Proposed: Gordon Stewart Seconded: Kate Mundell

**MATTERS ARISING** **ACT Logo** – plans to redesign to be discussed at a later date. **Gower Trust Advert** – This to be placed in January 2018 West Word.

**TREASURER’S REPORT**

**Toilets:** £4,380 **Unrestricted:** £1,260 **Project Fund:** £7,000 **LSIC**: £27,500 **Gower Trust**: £2,663 **Playing Field:** £275 **Bank Balance:** £43,125.26

**Defibrillator:** £5,573.47

 (Proposed locations LSIC and Arisaig Hotel)

**Annual Accounts** are currently being independently examined and prepared by Voluntary Action Lochaber. **Power supply – toilets -** A short term contract to March 2019 has been secured with EDF.

**INCOME GENERATION**

The CCF (Scottish Government’s Climate Challenge Fund) application is being progressed. Following discussion and an exchange of ideas re a focus for the Macleod and MacCallum application, it was agreed that maintenance tools for the playing field would be a good choice. **Pamela King and Julie Gordon** to continue working on this. A leaflet will be circulated to directors containing advice on the key elements of successful funding applications. No further information is available re the Co-op Local Community Fundapplication.

**Playing Field** Field seems to be in good condition at the moment. The maintenance manual is to be made available to all volunteers and a plan drawn up containing guidance for long and short term care of the field.

**LSIC**

Continues to be operating very successfully – turnover increased by 26% on last year.

**LSIC EXTENSION**

The meeting with Sam Foster Architect, re the LSIC extension, is to be postponed. A suggested new meeting date is December. A number of projects are to be taken forward in 2018 – extended car parking, storage facility and LSIC extension. Julie Gordon to liaise with Knoydart Construction re the proposed storage facility. John Dempster to excavate for the car park and thanks to James Colston for agreeing to provide 20 tons of gravel. It was agreed that a training opportunity for all directors should be provided early in the new year by DTAS (Development Trusts Association Scotland), with a possibility of funding from HIE. An inventory of ACT artefacts to be compiled and agreement reached on storage of hard copy/electronic documentation.

**TOILET UPGRADE**

Required electrical work has been carried out. A Key Safe will installed in the toilet block.

**WEBSITE**

Work in progress continues on the website.

**COMMUNITY HOUSING/HOUSING SURVEY**

A Stage 1 Application to the Scottish Land Fund is currently being worked on. Discussion ensued on long term aspects of this project. Noted that the Housing and Community Survey should be applicable to the PH39 area, rather than the Arisaig and District Community Council area. **Pamela King** to have discussions with other organisations who have been working with the Scottish Land Fund.

**AGM**  An advance letter to ACT members, calling for new Directors has been sent out. Further papers for distribution to members with voting rights will be circulated by 30 October. ACT Accounts for the year are currently being examined. An Article for West Word is almost complete and Pamela King will submit. Teas for AGM to be organised by Kate Mundell.

**MEMORANDUM AND ARTICLES**

Iain Macniven tabled an amended version of ACT’s Memorandum and Articles which had been produced following discussion at the board, in the light of the need to update the document in various respects due to statutory changes. The amended document was approved by the board, subject to clarification of one point which Pamela King is clearing with the relevant government body.  It was agreed to present these proposals for approval at the upcoming AGM. The chairman accordingly signed the required Special Resolution which, along with an explanatory note prepared by Iain Macniven, will be tabled for approval at the AGM.

**AOCB** **Companies House** **Kate Mundell** will ensure a summary of who directors are, is with Companies House by 26 October. This will be updated post AGM.

**NEXT MEETING**

AGM – Wednesday 15 November 2017 Astley Hall 7 pm