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

Wednesday 17 September 2014

7 pm

LSIC

**Present:** Hugh Cameron Gordon Stewart Maggie Kane

 Martine Wagenaar Heather MacDougall Julia Gordon

**Project Development Managers**: Sara Bellshaw

 Alison O'Rourke

**Apologies:** Rosemary Bridge Kate Mundell

**DECLARATION OF INTERESTS** - None

**MINUTES OF LAST MEETING** - Approved

Proposed - Julia Gordon

Seconded - Gordon Stewart

**MATTERS ARISING**

Company Secretary (Kate Mundell) requires clarification re Joyce Wilkinson being a co-opted Director and needs more details from Julia Gordon.

Accounts are due to be submitted to Companies House by 31/12/14 - Treasurer reported that a hard copy had been sent to CH.

Bank Signatory and debit card forms to be completed. (done at end of meeting)

Traigh Toilets - Heather to put up poster at Traigh toilets (once Gordon has spoken to the family) requesting that people contact ACT with comments.

**LDO POSITION – UPDATE FROM HIE**

Hugh Cameron, Heather MacDougall, and Alison and Gordon Stewart met with Stuart MacPherson from HIE to discuss funding assistance for the LSIC extension, plus additional financial support for an administrative/development position for the Centre. Stuart was supportive of this, and said he would put all of the points discussed into a written document, (not received) but to date, HIE have yet to commit any firm support.

**PROGRESS ON REFURBISHMENT/EXTENSION OF LSIC**

With no commitment forthcoming from HIE, a significant funding gap remains. It is unlikely that the extension can be done at the same time as the old smiddy refurb. Sam Foster phoned CCF, who confirmed that funds can be transferred from the extension budget to the refurb budget. The allocated budget has to be spent by 31/3/15. An additional £20,000 is needed for the wall insulation. Possibility of attracting funds from the Moidart Trust and Foundation Scotland?

The Project Development Managers (PDMs) and Sam Foster are to meet with Becky Bell from CCF on 6th October to discuss details.

Sara Bellshaw to contact Stuart MacPherson to request a decision on whether or not HIE will offer financial assistance for the extension project.

Sam Foster needs to put planning and building warrant in soon, also to obtain quotes from builders if not already done so.

Storage of exhibits during refurbishment has yet to be arranged. Project Development Managers to check if CCF will put the shed up to house items.

Heather MacDougall requires QS figures prior to submitting the Big Lottery funding form.

Lengthy discussion took place re. the Quantity Surveyor’s estimate for the refurbishment and the new build. All agreed the figures were unrealistic.Project Development Managers and Gordon Stewart to Skype Sam Foster on Monday to discuss costs.

PDMs to contact builders if Sam Foster has not already done so.

PDMs discussed their joint and individual roles. Alison O‘Rourke will be mainly responsible for the LSIC and extension, food waste and cycling in the village and Sara Bellshaw for energy efficiency in the community, food produce and car sharing. They will work together on all issues, including a village survey of housing stock, food waste and produce to include a trial of waste food caddies. Practicalities were discussed.

Sara Bellshaw will see Joyce on Monday re managing ACT's Facebook page.

A camera has been purchased (covered by CCF funding) to record various stages of the project, and for producing promotional literature

**AOCB** - **Playing Field**. List of local contractors drawn up – Hugh to make contact with those on the list. Time frame for main work is September - December. Planning permission needed if deer fencing is within 20 metres of the road. Alison Stewart to chase up Highland Council about this.

LSIC electricity contract is up for renewal - decision taken to opt for cheap 34 month fixed price contract, available through membership of Development and Trust Association Scotland (DTAS).

**NEXT MEETING** Tuesday 7 October: 7 pm: LSIC