

**MEETING OF THE BOARD OF DIRECTORS  
ARISAIG COMMUNITY TRUST (ACT)  
MINUTES**

Wednesday 19 February 2020 at 7pm  
Land, Sea and Islands Centre

- 1. Board Members Present:** Julie Gordon (JG), Iain Macniven (IM), Paul Sheard (PS), Peter Fleming (PF), Rosemary Bridge (RB)  
**Others Present:** Zoe Pritchard (ZP), Alison O'Rourke (AO), Pamela King (PK), Steve Westwood (SW), Fiona Baker (FB), Maureen McColl (MM), Lindsay Kenning (LK)
- 2. Declaration of interest:** IM present on both boards of ACT and Mallaig & District Swimming Pool.
- 3. Minutes of last meetings: 14 November 2019** – proposed by Iain, seconded by Julie. **ACTION: IM** to send amendments to ZP. **9 January 2020** – proposed by PS, seconded by PF
- 4. Matters arising: 14 November 2019** – none. **9 January 2020** – Risk Assessment issued to PK to sign, contracts to both PK and ZP to sign. Thanks given to Tiina for her help as minute secretary over the last 2 years. **ACTION: JG** to give gift voucher to Tiina. JG has contacted property manager for the Arisaig Medical Practice re future use of surgery and car parking area. No community purchasing options can be pursued until decision has been made re replacements of Dr Iain Gartshore once he has left the practice.
- 5. Running Festival:** FB presented details of this year's festival that will be held on 9<sup>th</sup> May 2020. The event is managed by the Mallaig & District Swimming Pool and all proceeds go to them. They would like to host the event in Arisaig again. It was a great success last year. It will be the same format and participant numbers will be capped at 500. Last year there were 50 volunteers. All agreed that it was very well organised last year. Noted that Arisaig Eco Project had a large input last year and it has not been confirmed yet if there is funding in place to secure the Eco project past March 2020. Noted that no financial sponsor has come forward yet to support the festival. FB confirmed their commitment to no single use plastics for the event. **FB then left the meeting.** ACT agreed a fixed amount of £200 to charge for the festival – details to be sent to FB.
- 6. Treasurer's Report:** RB presented report. Gower Trust successful applications – WRI, Children's Christmas Party, Astley Hall, Land, Sea & Islands Centre, Arisaig Community Trust. A donation of £327.54 received from June Cairns (organiser of Arisaig Christmas Cub Post). **ACTION: ZP** to write letter of thanks. **ACTION: RB** to arrange a date to discuss finance model in more detail.  

<i>Toilets</i> £2986.20	<i>Playing Field:</i> £55	<i>Gower Trust:</i> £7426.80
<i>Defib:</i> £804.11	<i>An Seada:</i> -£301.53	<i>Station:</i> -£136.95
<i>CCF:</i> £168.11	<i>SLF:</i> £21,764.20	<i>HSCHT:</i> -£536.70
	<i>Car Charging:</i> -£318.43	

**FINAL BANK BALANCES as at 31 Jan 2020:**  
LCIS £22,493.46                      **ACT: £45,128.83 (includes Scottish Land Fund Grant £22,400)**

**(Unrestricted Funds: -£605.81)**

**7. Community Land:**

- a) Housing** - PK presented updates on the housing project. Amount offered for the land has been accepted by Arisaig Estate and they have agreed to cover the legal fees. **ACTION: PK** to arrange a meeting with directors to discuss financial forecast model. Noted that the 2 biggest infrastructure costs at the moment are for services – water and sewage. A meeting has taken place to discuss tender responses and to choose preferred contractor. The next meeting will be between the Scottish Small Communities Housing Trust and the selected contractor.
- b) Shorefront** - Legal fees have yet to be confirmed. Feedback from public consultations and emails indicate that the original plans for parking need to be revisited. Funding application being completed for the mosaic work and interpretation boards (funding body is Scottish Natural Heritage – Coasts & Waters). PF confirmed that ACT have been successful in their Stage 1 application to the Rural Tourism Infrastructure Fund.

- c) **Orchard** – A licence to occupy the land is required and this has been drafted and ready to sign. Fencing material to be ordered. Agreed the enclosure needs to be deer proof. **ACTION: ZP** to complete funding application to Arisaig Fund for the purchase of materials. A clearing day is scheduled for Sunday 23 Feb at 1:30pm and Arisaig Eco Project are leading the planting day scheduled for Friday 28<sup>th</sup> Feb. AO visiting Arisaig Primary School to incorporate an activity with the pupils. **ACTION: PK** to reconfirm no electric cables or water pipes in area to be cleared and to draft Risk Assessments for volunteers. **ACTION: IM** to review ACT insurance policy in relation to the use of equipment by volunteers.
8. **Mallaig Community Shop:** IM showed the group the questionnaire which is designed to gather feedback on a community shop in Mallaig in the old SPAR building. The questionnaire is available to collect from various outlets in Mallaig. Also members encouraged to complete membership forms for the Road to the Isles Facilities Group to help support them.
9. **AGM notices:** ZP confirmed all postal and email notices issued and any amendments to the members database and email contacts list made in line with date protection policy. **ACTION: IM** to check election procedure at AGM. **ACTION: ZP** to copy new director packs.
10. **EV charging:** PF has escalated fault with automated meter to SSE and Energy Saving Trust. Awaiting response.
11. **Playing Field/Toilets:** volunteers required for emptying bins, bracken cutting. Agreed in time some kind of rota will need to be set up. A small section of fence is needed at the side of the toilets where the trees have been cut.
12. **LSIC/Eco Project:** Noted to check the LSIC windows for leaks. Future funding of Eco project through CCF not known yet. AO confirmed insurance renewed for E-Bikes, Nevis Cycles have serviced them. Work has started on the raised beds. The 6 weeks of Nimble Fingers activities at the LSIC have been a great success and an article appeared in the Lochaber Times. The Woodland Trust are issuing free hedgerow seed packs for schools and this may be a project that could tie in with the orchard development. A seed swap is scheduled for next month with the Gardening Club. A willow making and toy swap is planned for 8<sup>th</sup> March. There will also be a workshop and demonstration on how to build Eco bricks out of recycled plastic bottles.
13. **Arisaig Station:** No further developments with the management of the planters and flowers. IM is still chasing Network Rail/Scotrail regarding the proposed new lease of the station building to ACT.
14. **Potential projects and funding:** PK has made some inquiries to Funds for Community Groups (Big Lottery Fund) and this may be useful to pursue for the Eco Project.
15. **AOCB:**
- a) **Volunteers:** noted to check responsibilities and roles in relation to ACT volunteers.
  - b) **Entertainment Licence:** agreed to check legalities relating to the parking of the pizza van in the LSIC carpark and also for their catering at the village BBQ. **ACTION: JG** to speak to Alison Stewart re pizza van. **ACTION: IM** to contact Julie Traynor at the Highland Council to determine which licences are needed and costs etc.
  - c) **Marquee for events:** noted that it may be worth looking into purchasing a marquee for community events that are now becoming yearly events on the local calendar.
  - d) **Arisaig & District Community Council (ADCC) and ACT:** agreed that it would be beneficial to ensure both groups are kept up to date with current projects. **ACTION: JG** to arrange a date for representatives from both groups to meet and discuss.

16. **Date of Next Meeting: AGM on 9<sup>th</sup> March at 7pm Astley Hall**

**Meeting ended 9:20pm**