

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

Thursday 7th May 2020 at 7pm

Online Skype meeting

1. **Board Members Present:** Julie Gordon (JG), Iain Macniven (IM), Rosemary Bridge (RB), Gary Reavell (GR), Olivia Bridge (OB), Peter Fleming (PF)
Others Present: Zoe Pritchard (ZP) - ACT secretary
Apologies: Steve Westwood (SW), Pamela King (PK) – ACT housing project officer
2. **Declaration of Interest:** none
3. **Minutes of last meeting (7th April 2020)** – Proposed by PF, seconded by GR
4. **Matters arising:** Boxes of food stored at Bill's Shed as part of the Covid 19 Community Resilience Plan are being used. 2 boxes out of the initial 5 remain. A Community Larder has also been set up at the Astley Hall in Arisaig and is available Monday-Friday 9am-1pm. Residents from Locahailort and Arisaig can go and collect items free of charge.
5. **Government Resilience Fund:** £3000 awarded from the fund has been received. **ACTION: OB** to look into additional funds available from the scheme along with other financial support launched by the Government to help community groups (primarily the Business Support Funds and the Heritage Emergency Funds)
6. **Treasurer's Report:** RB gave an overview of the accounts as at 31st March 2020. Noted that due to Covid 19 there is no revenue currently being generated from community assets. Reserves need to be clarified and reviewed constantly to ensure there is cash flow available to cover top up wages of furloughed staff, ongoing wages/pensions and any potential redundancies due to Covid 19. **ACTION: RB and PF** to hold a separate meeting to review financial model. **ACTION: RB and GR** to continue to review furlough guidance.
7. **Community Land:**
 - a) **Shorefront** – The Ground Survey is needed. Concern raised about organising any works under current Covid 19 restrictions. Agreed to wait until official guidance received that such works can take place and under what format. **ACTION: JG to inform SW.**
 - b) **Housing** – Next steps continue to be put on hold due to Covid 19. Noted that ACT have been awarded £20,000 from the Quaker Trust.
 - c) **Orchard** – The trees have now been enclosed with the wire mesh to prevent deer action. The planned fencing work has been put on hold due to Covid 19 as materials cannot be sourced.
8. **Mallaig Community Shop:** No updates.
9. **EV charging:** Noted that usage is down by around 50% compared to March.
10. **Playing field/toilets:** Some maintenance has managed to take place whilst adhering to Government guidelines. Hugh Cameron has successfully adapted a lawnmower for the removal of moss and it appears to be working. JG has sourced some grass seed. **ACTION: JG** to put the spare key for the padlock to the playing field in the Key Safe at the LSIC. **ACTION: PF** to arrange a time to apply fertilizer. PF has made inquiries into replacing the hot water tank in the cleaner's cupboard in the toilets along with investigating costs of installing hot water to the sinks. A few issues noted – the hot water supply to sinks would need to be automatic so as not to waste water and electric in the event of being left on; additional cabling and trunking would be required and also pressure reduction valves. In addition to the installation costs, providing hot water to the sinks will increase electric costs by approximately £100 per year. Agreed to not go ahead with this at present. **ACTION: PF** to replace the hot water tank in the cleaner's cupboard and also fit an outside tap (for use by Eco-Project to water the herb/flower garden and vegetable planters).
11. **LSIC/Eco project:** Query raised as to how to remove the weeds around the flags outside the LSIC. Agreed that this is something that could be arranged amongst directors whilst still adhering to the Covid 19 lockdown regulations. Agreed no weed killer to be used. Alison O'Rourke has asked directors to take photos of any upcycling they do using material/fabric in order to start collecting ideas for the next stage of the Eco Project.

12. Arisaig Station: Results have been received and collated from the community survey on the use of the station buildings. Some of the ideas listed may generate a small income for ACT but would require significant investment whilst others would require a new business being set up and ACT becoming landlords. ACT are in the process of negotiating Heads of Terms. ScotRail have requested a copy of the amended Heads of Terms after misplacing them. **ACTION: IM** to send amended Heads of Terms to ScotRail.

13. Potential projects and funding: Agreed can be removed from the agenda.

14. AOCB

- a) **DTAS members conference** – now rescheduled for 8th-9th November.
- b) **DTAS new director training** - an online virtual training course has been offered to new directors on Zoom app. **ACTION: JG** to inquire about costs for the online version.
- c) **Fire alarm in LSIC** – PF has ordered a replacement battery.
- d) **Easy Fundraising** – ZP is looking into ways of generating more money from this.
- e) **Receipt management** – RB thanked all for keeping receipts of expenses/purchases.

15. Date of next meeting 11th June at 7pm

Meeting ended at 8pm