

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

Thursday 8th October 2020 at 7pm

Online Skype meeting

1. **Board Members Present:** Julie Gordon (JG), Iain Macniven (IM), Rosemary Bridge (RB), Olivia Bridge (OB), Peter Fleming (PF), Steve Westwood (SW).
Others Present: Zoe Pritchard (ZP) - ACT Secretary, Pamela King (PK) – ACT Housing Officer, Alison O'Rourke (AO) – ACT Eco-Project.
Apologies: Alison Stewart (AS) - LSIC
2. **Declaration of interest:** none
3. **Minutes of last meeting (10th Sept 2020):** proposed by JG, seconded by PF
4. **Matters arising:** none
5. **Covid-19 funding:** no further applications to review
6. **Treasurer's Report (inc. Gower Trust):** The Treasurer circulated a Report to Directors prior to the meeting and provided details on progress re recent funding applications.
Business Grant for £10,000 - Highland Council - successful
PPE Support for £1109 – Museums and Galleries Scotland – successful
Heritage Emergency Fund - £8,700 - successful
Anonymous donation to support development and purchase of SOE resources £200
In progress – Museums and Galleries Covid Recovery and Resilience
ACTION: IM to make enquiries re Calmac funding.
7. **Community Land**
 - a) **Shorefront** - final drawings from the landscape architect circulated prior to meeting. Planning Application due to be submitted in the next few days to coincide with RTIF application deadline. Planning fee yet to be confirmed. The project has to be complete before 31 Oct 2021.
 - b) **Orchard** – no updates.
 - c) **Housing – Christoph Ewers joined the meeting.** PK gave the main updates. The project is progressing. Confirmation of legal fees outstanding. Costs have increased due to the recent increase in the cost of timber. A Viability Assessment will be conducted. Planning Application to be submitted shortly and once this is in place, ACT website can be updated with full details about the project. Agreed that ACT need a mechanism to ensure fair and unbiased allocation of the Self-Build plots. An allocation procedure will be in place for rental property. **ACTION: PK** to investigate allocation processes available for Self-Build plots and any restrictions placed on time to build.
 - d) **Land for Aires** – members of the Board have identified an area of land at Kinloid which may be beneficial for community business development and increased tourism to the area. Initial conversations have taken place between ACT and Kinloid residents close to the proposed area. Agreed to pursue investigations into the area of land and any funding avenues available for conducting site surveys and feasibility study. **Christoph Ewers left the meeting.**
8. **Toilets:** Katy Nicolson employed as Relief Cleaner in case of sickness or Annual Leave commitments of other cleaning staff. PF advised of ongoing problems with the contactless donations facility.
ACTION: PF to pursue.

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- 9. HR (Croner) updates:** Directors confirmed they are now activated on the new Croner online tool.
ACTION: All to review Employee Contract and Employee Handbook and send comments to JG.
ACTION: ZP to input employees once contracts confirmed.
- 10. Arisaig Station:** SW gave an update on the project. Funding avenue identified to employ a Project Manager for a 6 month period through Crown Estate Sustainable Community Fund. Noted that ScotRail need to be kept informed as the project progresses through community consultations in line with Heads of Terms. Completion of the lease itself will be postponed until ACT is in a position to make use of the property following relaxation of Government Covid restrictions etc.
- 11. Renewables:** SW to have a telecon with CARES representative next week to obtain more information.
- 12. EV Charging:** Usage chart indicates a 10% increase in usage this September compared to September 2019. Agreed that the Eco Project can continue to cover the costs.
- 13. Playing Field:** Lochaber Active Schools have used the pitch for organised after-school football games every Monday for a 6 week period. The sessions were a great success and raised £120 funds for ACT. Members thanked Pamela MacDonald for her role in organising the event. Concern raised as to the continued breakages of the chain and padlock securing the wooden gate to the pitch. Agreed to discontinue the purchasing and placement of a chain and replace with a sign indicating restrictions on usage as per Government Covid Guidelines for group sporting activities.
- 14. LSIC:** Discussions and enquiries underway to determine the best ways to make the centre secure and safe as per Covid Guidance. Agreed that funds available to make both the interior and exterior modifications along with any additional materials. AO also suggested that First Aid Training of volunteers would be beneficial if funds allowed. SW inquired as to compliance with current fire regulations, and it was agreed that this needs to be investigated. **ACTION: JG** to enquire when the last Fire Assessment was completed and to arrange, if necessary, another inspection. Also to make enquiries to install a Fire Extinguisher in Bill's Shed.
Noted that there continues to be a leaking window in the LSIC. **ACTION: PF** to make enquires to contact the window suppliers.
- 15. Eco Project:** AO gave an update on activities. She has been working alongside Lochaber Environmental Group and Nevis Partnership. Details are being posted on FB. Due to Covid restrictions, there is currently no direct interaction with schools.
- 16. AOCB: Dunvegan Trust** – email received requesting general information about ACT to further help Dunvegan Trust in their community projects. All agreed information displayed is fine. ZP has updated LSIC page on the website to reflect the comments received prior to the meeting from AO and AS. **Edwina King** – JG confirmed Edwina has offered to volunteer time to help with projects if needed. Members thanked Edwina. **Facebook Fundraiser** – ZP is continuing information gathering in order to set up ACT with fundraising tools.

17. Date of Next Meeting – Thursday 19th November

Meeting ended 8.50pm