

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

Thursday 11th March 2021 at 7pm

Online Skype meeting

1. **Board Members Present:** Julie Gordon (JG), Iain Macniven (IM), Rosemary Bridge (RB), Steve Westwood (SW), Olivia Bridge (OB)
Others Present: Zoe Pritchard (ZP) - ACT Secretary, Pamela King (PK) – ACT Housing Project Officer, Kieran Logan (KL) and Jess Logan (JL).
Apologies: None.
2. **Declaration of interest:** None
3. **Minutes of last meeting (11th Feb 2021):** Proposed by SW, seconded by IM.
4. **Matters arising:**
 - a) **Health & Safety Policy** – IM has drafted a policy. **ACTION: All Directors** to review as a matter of priority.
 - b) **10 Year Vision and Business Plan** – **ACTION: JG** to contact DTAS for advice.
 - c) **Staff Leaving Gifts** – Alison Stewart has been presented with leaving gifts and card from the LSIC volunteers. Directors and volunteers have received a Thank You from Alison.
 - d) **LSIC Manager Post** – applications for the job are being received and the Astley Hall has been booked for 31st March ready for interviews.
5. **Treasurer's Report:** the treasurer circulated the financial report to Directors prior to the meeting. Funding for the 10 Year Vision and Business plan is still to be secured. Scottish Water have sanctioned the connection of water to Bill's Shed within the agreed 21 days. However, Business Stream (licensed suppliers) are requesting that specialists/consultants and/or specialist pipe laying staff are employed. **ACTION: SW** to take forward.

Bank Balances as at 28 February 2021

LSIC	£26,275.72 (approx. £13,000 of which are restricted funds)
ACT	£257,329.05

Noted that the above figures do not reflect funds available and it is difficult to be prescriptive re in house balances as some funding received remains to either be spent or returned.

6. **Funding Applications:** There was no discussion about this item.

KL and JL joined the call

7. **Community Land:**
 - a) **Housing** – PK circulated her report prior to the meeting. Legal searches indicate that part of the land supposedly owned by the Macmillan family is actually owned by Transport Scotland. Arrangements are underway to resolve this quickly with the cooperation of all parties. The Contractors have specified that they would need to be on site by the end of June 2021. In the event that this was not possible, ACT's housing build would be set back as the contractors would need to commit their resources to another project.
 - b) **Orchard** – No further updates.
 - c) **Shorefront** – No further updates.
 - d) **Land for Aires** – SW gave an update. A decision on the grant application made to the Highland Council Coastal Communities Fund is due on 23rd March. It is estimated that approx. £150,000 would

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be required to install 10 pitches with waste water disposal facility. The Planning Application for this area is due to be submitted this week. A Community Benefit Company would need to be formed in order to raise funds and to manage effectively the project long term. ACT would be protected financially as the Community Benefit Company would be a separate entity, with a minimum of 3 Directors.

8. Eco related:

- a) **Arisaig Eco Project (inc EV charging)** – AO submitted her report prior to the meeting. There have been a total of 8 sessions on the Rapid Charger. The Climate Challenge Fund (CCF) will continue to cover the cost of the units until March 2022. Links have been made with the Gardening Club. Scheduled to take place in line with Covid guidelines are an art project with Helen Michie and three beach cleaning sessions.
- b) **Renewables** – ACT members have been submitting their energy surveys and the high level renewable energy study report funded by CARES is nearing completion.

9. LSIC:

- a) **Exterior Covered Area** – construction is underway. **ACTION: SW** to make inquiries into installing supportive strips to support wheelchair access on the gravel area. Agreed that a couple of benches would also be required and that funds could be raised to have memorial benches. **ACTION: SW** to liaise with ZP as to how funds could be raised, perhaps through Facebook.
- b) **Fire Alarm test and Fire Extinguisher inspection** – Astley Hall has yet to arrange their testing of equipment. **ACTION: JG** to keep in contact with Ann Martin.

10. Arisaig Station: Nothing to report given current circumstances.

11. Recruitment of new Board members: Directors thanked KL and JL for joining the call. KL and JL are soon to be permanent residents in Arisaig and have contacted the Board to inquire about getting involved and joining the Board. KL and JL gave a brief overview of their skills and experience which may be of help to the Trust. Both parties agreed to keep in touch and make contact once they have moved to Arisaig.

12. Toilets: The Ladies toilets are due to be painted on 14th and 15th March. The Board thanked Gill and Arthur Whittaker for volunteering their time to do this. The contents of the First Aid box have been renewed. The self opening door mechanisms are due to be installed which will impact on the cleaner's working hours. Discussions are taking place with cleaning staff with regards to cleaning the LSIC once it is re-opened under Covid regulations.

13. HR (Croner/Bright HR) updates: All employees have now activated their accounts and Annual Leave is being requested through the new App.

14. Playing Field: Pam MacDonald (Active Sports Co-ordinator) has requested use of the area for pupil activities after Easter.

15. AOCB:

- a) **Coffee Trailer** – inquiry received by email from Alec Willoughby about the possibility of siting a portable take away drinks unit in the village. Agreed that other businesses should be consulted first. **ACTION: ZP** to respond to Alec. **ACTION: JG** to consult other local businesses about the venture.

16. Date of Next Meeting: Thursday 8th April

Meeting ended at 8:45pm