

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

Thursday 15th Sept 2022 at 7pm
Land Sea and Islands Centre

The meeting started with a one-minute silence in remembrance of HM Queen Elizabeth II.

- 1. Present:** David Buick (DB), Olivia Bridge (OB), Rosemary Bridge (RB), John Fisher (JF), Zoe Pritchard (ZP), Alison O'Rourke (AO).
Apologies: Steve Westwood (SW)
- 2. Declaration of Interest:** None
- 3. Minutes of Last Meeting (18th August 2022):** Proposed by JF, seconded by RB.
- 4. Matters Arising:** **ACTION JF** to liaise with road contractor for quote to repair pot holes in the carpark. **ACTION RB** to follow up with Gower Trust. DB confirmed that Michael Currie is contracted to carry out village grass cutting until the end of October 2022. He has highlighted that the scrub areas along the shorefront will be required under a separate contract with the council.
- 5. Arisaig Eco Project:** Alison gave a brief overview of activities to date. There have been guided walks, electric bike trials and guided bike rides. A series of events are scheduled for the Autumn in collaboration with Highland Waste Partnership project. Details were also presented about a further funding application submitted to enable the project to extend for a further 3 years. The outcome of the funding application will be known in December 2022. **ACTION AO** to forward a paper copy of the application.

****AO left the meeting****

- 6. Treasurer's Report (inc. Gower Trust):** Report circulated prior to the meeting.

Bank Balances @ 31 August 2022

LSIC	£28,033.53	Less Restricted £8000(Reserves + Museums/ Galleries for online shop/streaming)
		<u>£20,033.53</u>

ACT	£40,406.53	Less Restricted. £. (Gower: Defib: ECO: Reserves: Car Park) £17,870
		<u>£22,536</u>

It was agreed that it would be best to open a separate bank account for Housing, in order to make it easier to analyse and monitor figures as the project progresses.

One Gower Trust application received and agreed by ACT and awaiting agreement from Arisaig & District Community Council (ADCC).

- 7. Income Generating Schemes:** brief discussion on the reduction in toilet donations over the course of the season alongside increases in energy costs. **ACTION: ZP** to renew toilet donation signs and place in a more prominent place.
- 8. Community Land**
 - a) Housing** – report issued prior to the meeting. Clarification needed on a few points. **ACTION OB** to collate queries and forward to Pamela King and Gary Somers. **ACTION RB** to review the financial report in more detail. It was agreed that a separate sub-committee be formed to help manage the project as it progresses. SW to lead, OB to help advise on legal matters and another co-opted member with experience in the building trade. **ACTION JF** to follow up co-opted member.

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Agreed to hold off any public announcements regarding the project until confirmation of planning permission received in full. **ACTION ZP** to inform Pamela.

- b) **Orchard** – no discussion took place.
- c) **Shorefront (inc. carpark/benches)** – two enquiries have been received to date regarding sponsoring a memorial bench. **ACTION SW** to provide any further updates.
- d) **Czech Memorial** – SW sent information prior to the meeting about the event scheduled for November 4th to mark the 80th anniversary of Operation Anthropoid. In October, four new stones will be sited at the current Czech memorial monument with a total of 181 names. The unveiling of these stones will be done during the ceremony in November. Mallaig Pipe Band informed that they may be required to play. Suggestion raised to invite our MSP and MP to the event and it will also provide an opportunity to brief them on the housing project and any other matters. A surgery could also be set up, perhaps in the Astley Hall Clubroom.

**** AB left the meeting at 8pm ****

9. **LSIC:** report received prior to the meeting. Agreed that the lamp post sign be re-installed at the start of next season to try to avoid any further storm damage over the Winter. Agreed to follow winter opening times from 1st November. **ACTION RB** to inform Rachel about winter opening hours start date and to liaise with cleaning staff once this is agreed ready for the change in working hours/wages. **ACTION ZP** to inform Rachel about the flag and any updates around a freezer and kilt display unit. **ACTION JF** to continue looking for a kilt display unit.

10. **Toilets:** see item 7.

11. **EV charging/update on EV charger fault:** An engineer was sent out and has confirmed that another part is required to fully repair the unit. A quote has been received for this part and the labour costs of installing it. **ACTION JF** to follow up.

12. **Playing Field (inc.bookings):** No new updates.

13. Operational Duties

- a) **HR** – **ACTION ZP** to make required amendments to AO's contract in order to extend it to 30th November. Letter to be issued to Pamela to confirm re-calculation of annual leave due to reduction in hours.
- b) **Financial** – nothing to report.

14. **Bill's Shed** – nothing to report.

15. **ACT/ADCC Liaison (inc. Place Plan)** – nothing to report.

16. AOCB

- a) **Updating and maintenance of website** – agreed that review of the site is needed. JF agreed to take lead on this once agreement had been made on what details to amend/remove.
- b) **Facebook Admins** – **ACTION ZP** to remove Jess from Admin.
- c) **Letter of Thank you** – **ACTION RB** to draft letter to Jess and circulate for signing from the Board.
- d) **Yearly Newsletter/Flyer** – agreed that a circulation letter would be good to be put through every household's letterbox each year with a full update on ACT news and projects.

17. **Date of Next Meeting – Thursday 13th October**

Meeting ended 8:30pm