

FINAL

Crieff Community Trust Board Meeting Minutes

Attendees: Ann Ross (AR), Emmy Hargrave (EH), Harold Gillespie (HG), Ailsa Campbell (AC), Dawn Griesbach (DG), Ruth Stone (RS), Christine Forsyth (CF), Jonathan Beck (JB)

Apologies: Angus McDonald (AMcD)

Chair: Dawn Griesbach

Minute Taker: Ruth Stone

The regular monthly meeting of the Crieff Community Trust (“CCT”) board was held on Thursday 17th October 2013 at Grimstokes, Connaught Terrace, Crieff, PH7 3DJ. The meeting started at 8:00pm, led by the Chair, Dawn Griesbach. The minutes of the previous meeting had been reviewed prior to the meeting and were accepted by all after agreed amendments and modifications. Apologies accepted from absent attendees.

1. Matters arising from previous meeting

- Check with Co-operative re bag packing in New Year to raise funds
- EH confirmed message sent asking action group leaders to use CCT Facebook page to communicate updates from action groups to members. Further reminder to be given at Action Group Meetings
- DG provided contact details of interested parties looking to support the set up of a website for Crieff to EH. Meeting still to be arranged.
- HG confirmed new bank account is being set up. All signatories to visit Clydesdale. Ask for Trish
- AC to prepared and circulated draft email requesting volunteers for a fundraising group from the membership to the board for review. Carry forward to next month
- Meeting of DG and JB had taken place to discuss funding activities

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2. Admission of new members

HG proposed the admission of 10 new members, (3 new full members and 7 associate members). Most had been recruited at the Crieff Market.

HG confirmed member numbers are now 435.

3. Any matters arising from action group meetings

Environment and Heritage (Paths) Group Update from DG

There had been a very positive meeting with the Acorn Dell Group, PKC and the CCT Paths Group. It had been agreed that the Acorn Dell initiative would come under the umbrella of the CCT for assistance with fund raising.

Town Centre Group Update from RS

- The group had agreed to send a letter of thanks to PKC for the funding for shop fronts in the town centre. In particular the upgrade to the Valentine's shop front would provide a major improvement to the appearance of the High Street. The fund had now closed. DG when Valentine's refurbishment completed
- The group had taken a decision to focus all attention on the former Drummond Arms Hotel
- An email had been received from RBS in response to a request for information from Stephen Leckie and a meeting was planned between the TCG and RBS on 29/11. This meeting would be attended by DG on behalf of CCT Board, Stephen Leckie (chair of CCC and TCG) and Barry Hargrave on behalf of the TCG. It was agreed that the purpose of this meeting would be to 1) collect information, 2) communicate the CCT interest (on behalf of the Crieff community) in the Drummond Arms and 3) to ensure the CCT / TCG are kept informed of any developments.
- SL was to ask PKC for confirmation of the details of an application that had apparently been made by a third party to PKC for funding to renovate the Drummond Arms for affordable housing.
- The next meeting of the TCG would focus an hour on brainstorming ideas for preparing a sustainable plan for the Drummond Arms. Munro Gauld from the Scottish Land Fund would be invited. The brainstorm would encompass ideas for both commercial and social uses for the building.
- There followed discussion on whether or not CCT should proceed to register a community interest in the Drummond Arms Hotel and it was agreed that this should be considered over the coming months.
- AC confirmed the Business Improvement District project was progressing. There would be a public information meeting on 23rd October between 7 and 7.30pm at Strathearn Community Campus with invitations going out to all non-domestic rate payers in September.

Marketing & Promotion update from Emmy Hargrave

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- David Allan had submitted a request to step down from the CCT Board. The Board registered their thanks for David's contribution.
- DG had written to him to ask if he could recommend someone to lead the group. There was discussion about resource. AC had identified someone with a marketing background who was willing to help. RS was due to discuss joining the group with a young woman with a background in brand development. It was agreed that both should be invited to join CCT and co-opted on to the marketing group.
- EH had circulated the community website brief for comments.
Comments to EH
EH was to talk to John Champion prior the next CUSP meeting in November.
- Rhona Brock had tendered her resignation as a member of CCT in case it caused, or appeared to cause, a conflict of interest with her work on the CCC.

Community and Recreational Facilities Report

Nothing to report

4. Treasurer's report

Finance report was circulated prior to the meeting. Nothing further to report. Harold would investigate the £5 bank charge which had been levied on the account.

5. Administrative items

OSCR Application Status: HG had sent a reply to questions on October 7th and had had no feedback so far

Building capacity within CCT:

- DG reported that one of the potential sources of funding was the Volunteer Action Fund, which provides resources to increase and support volunteering.
- It was reported that Gordon Wright had already applied to Voluntary Action Perthshire, for an intern to assist with the development of the community website. A positive response was received, and he was awaiting contact from the intern.
- There followed a discussion on how funding volunteer training or the employment of a development officer could benefit the work of the CCT and it was agreed that, 1) these funding options could be a solution 2) this should be revisited once it was possible to define the resource requirements more clearly. This would be an item for discussion at the CCT Board Strategy Meeting. **DG by 29/10**

Consider which roles could be delegated and where additional capacity was needed.

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ALL by 29/10

6. Any other business

1. Fundraising

JB, BH and DG had met to discuss funding for the TCG initiative. JB's view was that Investing in Ideas was not the route as it principally funded projects that focus on areas of deprivation. The Heritage Lottery Fund provided funds for growing community assets and JB had submitted an expression of interest to them for "the regeneration of an historic building in our town". This could be accessed in the Dropbox. A response from Heritage Lottery is being awaited. Dawn's view was that we should not so quickly discount the advice that has been given to us by: a) Douglas Westwater; and b) the Lottery themselves. Further work was required to assess the criteria for each funder (Investing in Ideas and Growing Community Assets) prior to making a selection **DG/JB/HG**

2. Role Clarity and Board Structure

There was discussion about the agenda item for the upcoming strategy meeting. RS proposed that the Board should focus on aligning views and understanding of the group's strategy and agreeing methods for increasing efficiency. It was also agreed that some prioritisation and phasing of objectives should be considered. EH supported this view and agreed to liaise with DG to prepare the agenda for the meeting.

EH/DG

Next meeting

Location AR's home, Findal, 21 Strathearn Terrace, Crieff, PH7 3AQ at 8pm on November 21st.

Dates for Board Meetings

It was proposed that strategy meetings be arranged for early December and early January. Board meetings would be held on the following dates.

16th January, 20th February, 20th March, 17th April, 15th May, 19th June, 17th July, 18th September, 16th October, 20th November

Meeting adjourned at 10pm.

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Open Actions Arising from Meetings

Board Meeting	Action	Owner	Due Date
June 20th	Transport group to meet	DG	25/12/2013
Sept 19th	AR to contact Simon Pengelley to discuss Morrison's Academy proposed sports facilities for Dallerie	AR	21/11/2013
October 17th	DG to secure date with Co-op (preferably in February) for bag pack	DG	25/12/2013
October 17th	Invite those potential members discussed at meeting to join CCT and marketing group	RS/AC	31/10/2013
October 17th	Comment on community website brief to EH	All	28/10/2013
October 17th	Talk to John Champion and ask him to raise issue of website at next CUSP meeting	EH	ASAP
October 17th	Consider which roles could be delegated, where and how more capacity could be applied	All	29/10/2013
October 17th	Draft meeting agenda and circulate to DG, BH, SL, RS, JB for RBS Meeting	RS	24/10/2013
October 17th	Public Meeting for BID, some board members should attend.	All	23/10/2013
October 17th	Discuss with potential volunteers about joining the marketing group	AC/RS	29/10/2013
October 17th		All	23/10/2013