

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)

Apologies: None

Chair: Alisa Campbell

Minute Taker: Emmy Hargrave

The regular monthly meeting of the Crieff Community Trust (“CCT”) board was held on Tuesday 21st January 2014 at Almond House, Burrell Street, Crieff. The meeting started at 8:00pm, led by the Chair, Ailsa Campbell. The minutes of the previous meeting had been reviewed prior to the meeting and were accepted by all after agreed amendments and modifications. No Apologies.

1. Matters arising from previous meeting

- Transport group had not met – action carried forward
- Actions from Strategy Meeting – action carried forward
- Membership for Louise MacLarty confirmed
- Office bearer signatures for HRMC
- Raise Living Streets request to meet at CUSP – action carried forward
- Responded to Sam Kennedy, Crieff Rotary Club with offer of assistance
- Meeting with RBS held on 13th December 2013
- Meeting held to discuss communications for CRTB
- Ongoing activities to identify additional board members are ongoing
- Invitation to Investing in Ideas to meet with CCT carried forward
- Update on the Preliminary Study from Fergus Purdy expected on 23rd January at next TCG meeting

2. Admission of new members

HG proposed the admission of 5 new members; 2 new full members, 2 business associates and 1 associate member.

3. Treasurer’s report

Summary provided by HG - Cash surplus at 21st January 2014 is £1292.

HG confirmed that our account is now with the Clydesdale account; the previous Steering Group RBS account will be closed shortly, with the balance of 0.14p interest moved to the other account.

Mandy at An Cnoc has donated £75 after recent fund raising efforts; this has not

been banked yet.

Annual Accounts

HG has started to prepare the accounts for the past year, which will be very simple but must be done on an accrual basis due to CCT status as a charity and company. HG confirmed that these accounts must also be examined by a member of an acceptable professional body. HG to email members to identify qualified and willing volunteers to support the trust with this requirement.

Policy on Reserves

CCT are required to have a policy on reserves, to be reviewed annual to ensure the policy continues to fit the trust's purpose. HG has circulated policy working for review. No objections to the suggested text.

4. Any matters arising from action group meetings

Community & Recreation (Campus) update from Ann Ross

Confirmation received that the drainage at Braidhaugh will be discussed at the PKC Environment group meeting on 23rd January 2014. Caroline Nees from the Crieff Community Sports Partnership and Ann are meeting on 28th January 2014.

Marketing & Promotion update from Emmy Hargrave

EH confirmed that the surveys had been collated and a report prepared to be reviewed at the next meeting on Monday 27th January. Update for the Crieff Matters to be provided before publication next week. EH confirmed continuing to work with CUSP on website.

Environment & Heritage (Paths) update from Harold Gillespie

No update. HG asked DG to be liason between this group and the board, DG agreed.

DG provided an update on a sub group meeting held last week. There is a planned meeting with PKC, SusTrans and TracTran to be held in January along with 4 community reps from St Fillans, Comrie and Crieff, to discuss the proposed the Crieff to Comrie Path. A proposal is being considered for community survey in February to ask what they would like from this new path.

DG updated group on the Acorn Dell development. The group has met and drawn up a specification. The group has £5k for a consultant to design the path. PKC have asked for the site to be reviewed by the Scottish Environment Protection Agency.

Town Centre Group update from Ruth Stone

RBS have agreed to the notes from the meeting in December, RS has circulated

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these with the board only. RBS have not concerned with CCT communication to the community on the CRTB.

Review of the project plan: RS proposed and it was agreed that the TCG work on the petition, with board sign off before publication and action.

Reviewing the current dates, an EGM is not required to update the articles; this can be done at the AGM. DG raised a question on whether the outstanding question on the change had been answered. EH took action to review email and share with RS.

CRTB communication is drafted and ready to be released next week, with emails to stakeholders going out first, followed by press releases. And final publication of Crieff Matters at start of February.

Agreed changes to the flyer to be incorporated.

Press release circulated, all to review and provide feedback

Email to stakeholders to be circulated and reviewed

EH took action to prepare stakeholder list once emails sent, for future reference.

RS confirmed a follow up meeting with RBS will be held with Isobel Butt from PKC sometime in February.

RS confirmed that there is a legal network operated by Strathclyde University called Legal net. This group does pro bono work, and CCT could engage with for support and advice.

Funding meeting attended by AC and RS provided a lot of good information. AS will share details.

5. Administrative items - None discussed.

6. Any other business – None discussed

CUSP update: Environmental meeting on 23rd January to discuss air pollution.

Discussion held about possible traffic warden.

Application being prepared to common good fund to upgrade current website platform.

CCC Update – no meeting since before Christmas

AGM – agreed preliminary date of 29th April 2014, further details to be discussed at next board meeting.

Next Board meeting 27th February 2014 at Coneyhill, Carrington Terrace, Crieff. All agreed to dates for Board meetings in 2014.

Meeting adjourned at 09:40 pm

Open Actions Arising from Meetings

Board Meeting	Action	Owner	Due Date
June 20 th	Transport group to meet	DG	27/02/2014
Nov 21 st	EH to complete actions from Strategy Meeting	EH	27/02/2014
Nov 21 st	Raise Living Streets request to meet at CUSP	EH	31/01/2014
Dec 11 th	Identify new board members	All	On going
Dec 11 th	Invite Investing in Ideas to meet with CCT	AC/RS	27/02/2014
Dec 11 th	Preliminary study on Drummond Arms update	RS	23/01/2014
Jan 21 st	Set up Advisory Panel Contact List	EH	31/01/2014
Jan 21 st	Investigate how to retain correspondence as confidential using shared file system	EH	31/01/2014
Jan 21 st	Identify qualified individual to examine accounts	HG	27/02/2014
Jan 21 st	Resolve the outstanding question on article change	EH/RS	31/01/2014
Jan 21 st	Prepare stakeholder contact list for future reference	EH	31/01/2014
Jan 21 st	Update project plan with changes	EH	31/01/2014
Jan 21 st	Review press release and email communication, providing feedback	All	23/01/2014
Jan 21 st	Review Legal Net	RS	TBA