

## **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), Graham Donaldson (GD), Alistair Strickland (AS), Paul Keith (PK), Roger Brickell (RB), Mhairi Rolin (MR)

**Apologies:** Christine Forsyth (CF)

**Chair:** Alisa Campbell

**Minute Taker:** Emmy Hargrave

The regular monthly meeting of the Crieff Community Trust (“CCT”) board was held on Thursday 17<sup>th</sup> April 2014 at Coneyhill, Carrington Terrace, Crieff. The meeting started at 7:30pm, 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. Apologies from Christine Forsyth.

### **1. Introduction of Paul Keith & Roger Brickell**

Paul Keith, Solicitor from J&H Mitchell in Pitlochry joined the meeting. Paul deals mostly with property work and one of the firm’s partners is a specialist in charity law. Paul has offered to provide some advice, to answer legal queries CCT may have and review documents on our behalf. Agreed to review the arrangement after a 6 month period.

Paul extended an invite to a seminar @ Pitlochry Festival Theatre on 24<sup>th</sup> April, focusing on charities and trustees.

Roger Brickell joined the meeting. With a background in the Transport industry, operational management and commercial management, Roger has experience working for with many different groups in public and private sector plus with other charity organizations.

### **2. Matters arising from previous meeting**

- Roger to contact the original Transport group
- EH sent update to the strategy meeting to attendees, awaiting feedback
- Raise Living Streets request at next CUSP meeting
- Invite Investing in Ideas has been carried forward
- Preliminary study on Drummond Arms expected to be in the next 2 weeks.
- EH confirmed to retain correspondence as confidential, print email to pdf and file in the dropbox.
- EH confirmed the outstanding question on article change had been confirmed and communicated in time for AGM.

- All groups to confirm if want to make use of visit funding has been carried forward
- Meeting agreed to pay in full for the Path Survey published in the Quair
- Sign off of Annual Report & Financial Statement completed, minutes circulated and agreed at meeting with minor amendment
- AR attended Primary School Meeting held in April.
- Welcome Pack for new board members in progress, action to be carried forward
- HG confirmed AGM Invitation to sent to members
- EH has finalized initial versions of Funding policy and Project Plan, with revisions in progress.

### **3. Admission of new members**

7 new full members enrolled this week full membership and 1 new associate member.  
Total membership is now 452

#### Full Members

Donald	Maclean	PH7	3SW
Gillian	Thomson	PH7	3BU
Christine	Appleyard	PH7	1BE
Paul	Keith	PH7	3AJ
Roxanne	Copping	PH7	3BZ
Roger	Brickell	PH7	3DA
Alastair	Strickland	PH7	4AN

#### Associate Member

Graham	Donaldson	PH7	2BG
--------	-----------	-----	-----

### **4. Treasurer's report**

HG confirmed nothing new to report, no transactions or costs. Annual Accounts signed, with Noel for review.

### **5. Any matters arising from action group meetings**

#### *Community & Recreation (Campus) update from Ann Ross*

AR continues to contact the working group via email, Councillor Rhona Brock and Caroline Ness from the Sports partnership, to keep the focus on establishing a Sports hub. No formal proposal has come forward.

AR confirmed with the support from Councillor Rhona Brock, PKC are committed to improving facilities, drainage and fencing. Discussions are ongoing at PKC. PKC may also look at the Market park to improve the pitch. DG commented that the high school pitches are water logged. AC confirmed that these were still being used by the school.

Campus access has seen some improvement with access disabled through the door at the car park if pre-arranged.

AR confirmed that the Broich Road layout, discussed at the meeting on 25th April continues to be a major concern. PKC have no intentions to widen the road. PKC are under increasing pressure to publish their plans for the access to Broich Road from King Street and Muthill Road.

Environment & Heritage (Paths) update from Dawn Griesbach

PKC application to Sustrans was successful, and the group are looking to match the funding. DG confirmed group will provide more details on the plans on funding. DG confirmed Guy Wedderburn, commissioned by PKC has been meeting with landowners to seek an agreement for the path. Guy has experience in landed estates and negotiating these types of agreements.

Town Centre Group update from Ruth Stone

RS provided update on the 3 principal areas of activity

1. Community Right to Buy

Deadline for petition signatures has been met and work is ongoing to verify the signatures against the electoral register. Currently we have 1000+ eligible signatures. RBS have confirmed that the court case would not take place before July, and our goal would be to submit the CRTB before this date.

RS expressed thanks to the group who worked very hard to complete this task and are busy drafting the application. AC agreed and confirmed a thank you has been published on the CCT Facebook page.

2. Preliminary Feasibility Study

AC and RS met with Fergus Purdy. The study is a well thought through conceptual paper, including drawings with input from business and architects along with concept designs and preliminary costs. Expect final report will be available by 16<sup>th</sup> May.

Once completed, will be sent to board for comment, with 2 weeks to review before sign off at the board meeting. Meeting agreed with the recommendation for Fergus presents to the study to the board.

RS confirmed that the preliminary feasibility study would be reviewed with PKC & RBS as PKC part funded the reports.

DG still not clear what is in the feasibility study and if it includes what we can and cannot do. If the building had been accessed, and consultation with different groups who may use the space to test concepts has been completed.

RS confirmed some of this had been done, but that this was a concept paper to allow further discussion so it may change, but was a good starting point for discussion. AC agreed this study is not saying this is what the community wants; it's a start to look at the possibilities of what can be done with the building.

GD asked if any input was provided to the brief. RS confirmed we had input into the brief along with PKC funded half of the brief.

### 3. Funding

RS confirmed a preliminary draft of the Heritage Lottery (HL) funding request almost completed, but waiting on details from the preliminary feasibility study provided by Fergus. The goal is to use this as a means to have HL to talk to CCT. AC suggested the funding application for next stage should be in before the summer, to find out in the autumn if funding granted.

AS asked if the referendum vote is successful, what will the funding landscape look like. RS confirmed that HL has separate Scottish funds and we are working with the Scottish funding group.

AC raised that the building has been broken into and used. The police are involved. After discussion, GD warned against being overly critical of PKC with regard to their apparent lack of action concerning the Drummond Arms. PKC can only become involved if the building is deemed to be a danger to the public with which view, PK agreed. If and when the building becomes a danger, then, and only then can PKC exercise their statutory powers by insisting that the building is made safe by the owners. GD stated that should the owners fail to take appropriate action, and then PKC have the power to have the work carried out and charge the owner with the cost. The police have no powers in connection with the building other than to ensure that it is secure.

AS suggest that PKC need to take more responsibility for the building and contact the owner.

RS agreed to phone Isabel Butt, PKC Vacant building officer and RBS to ensure they are aware of the issue.

#### Marketing & Promotion update from Emmy Hargrave

EH confirmed additional meeting of the marketing group took place at the start of the week to review the branding idea and campaigns for Crieff. A very good brief had been put together and the group are keen to present this to the board in May. The initial request is to seek funding for the creative to develop the brand material with further funding for marketing manager and a high street property.

EH confirmed initial redesign ideas for Crieff.org website with John Champion and Ewan McGregor, hoping to meet before the end of April to review.

#### Transport Group initial input from Roger Brickell

RB has reviewed the transport in and around Crieff, establishing that the buses to Perth run every hour and Stagecoach could increase the frequency, so nothing to focus on in this area.

After further review, the area to focus on initially would be the Town Service. This service needs review and could be improved for the benefit of the town. RB to contact the original transport group.

Of the other services, Dunblane to Edinburgh is an established commercial service via stagecoach. Crossing borders, involving multiple councils makes this complex. And RB recommended this is a last priority.

The Glasgow to Gleneagles connection provides a gam train too early for shoppers but too late for commuters. DG confirmed Tactran, the regional transport group (Tayside) are

requesting that Gleneagles should have an hourly service. Gleneagles service could be more frequency station, more stops & better fares. RB to discuss with PKC transport.

## **6. Annual General Meeting**

- Initial review of report from AC. AC requested bullet points for the action groups for presentation, focusing on next steps for each group.
- HG advised that hard copies of the accounts are to be hand out as they come in. EH/RS/DG/HG/AR/MR agreed to print copies to bring to the meeting.
- EH to prepare slides of the Agenda and Special resolution for the meeting
- HG/AR/DG agreed volunteers for signing people in
- HG/AR/DG – print off members with tick box
- All to meet at 7pm to prepare.

## **7. Administrative Items**

EH/RS and AC to review items required for Welcome pack.

Next Board meeting 15<sup>th</sup> May 2014 at Coneyhill, Carrington Terrace.

Meeting adjourned at 22:00 pm

### Open Actions Arising from Meetings

<b>Board Meeting</b>	<b>Action</b>	<b>Owner</b>	<b>Due Date</b>
<b>June 20<sup>th</sup></b>	Transport group to meet	RB	TBC
<b>Nov 21<sup>st</sup></b>	Strategy Meeting Update: feedback to Emmy	AC/DG/RS/HG	28/04/2014
<b>Nov 21<sup>st</sup></b>	Raise Living Streets request to meet at CUSP	EH	28/04/2014
<b>Dec 11<sup>th</sup></b>	Identify new board members	All	On going
<b>Dec 11<sup>th</sup></b>	Invite Investing in Ideas to meet with CCT	AC/RS	15/05/2014
<b>Dec 11<sup>th</sup></b>	Preliminary study on Drummond Arms update	RS	16/05/2014
<b>Feb 27<sup>th</sup></b>	All groups to confirm if want to make use of visit funding	All	17/04/2014
<b>Mar 20<sup>th</sup></b>	Send organization and overview to GD, AS, PK, RB, MR	EH	28/04/2014
<b>April 17<sup>th</sup></b>	Contact PKC and RBS to discuss Drummond Arms usage	RS	15/05/2014
<b>April 17<sup>th</sup></b>	Finalize project tracking document & send to project team with timeline overview to request updates	EH	05/05/2014
<b>April 17<sup>th</sup></b>	Finalize updates to Funding Policy and publish	EH	05/05/2014
<b>April 17<sup>th</sup></b>	Finalize Welcome Pack	EH/AC/RS	30/04/2014