

## **Crieff Community Trust Board meeting**

**October 19<sup>th</sup>, 2017**

**Coop Meeting Room, Town Green, Crieff**

**Present:** Ailsa Campbell (Chair) (AC), Peter Littwin (PL), Anne Ross (AR), James Anderson(JA), Claire Sanville(CS), Charles Crookshank(CC), Ian Christie(IC), Gil Martin(GM), Rona McCarra(RM) (minutes)

**Apologies:** Mirela McInnes(MM), Elizabeth bell (EB)

1. Previous minutes – CC apologies to be added.
2. Matters arising – Review Draft Budget  
Draft Response in progress.
3. Declaration of conflict of interest – none.
4. Membership
  - a. Admission of new members – three new full members
  - b. Membership renewals – CS is refreshing the Welcome letter and those who have not responded to the email renewal reminders will receive a mailshot
  - c. Membership Protocol – will be revised shortly
5. Action / Strategy Planning
  - a. Big Lottery Funding next steps – AC and MM met Leader to discuss fund matching. AC has requested a meeting with Big Lottery. Leader, Gilly Young and Sharon to discuss the shape of the funding. In the second week of November. There will be a meeting to discuss SIB (Social Investment Business) funding, and a job advert for a Development Officer will be triggered.
  - b. Development Officer hiring process. The terms of employment were discussed, and the qualifications and qualities sought of potential respondents. Discussion also around the hours of work anticipated, and where those hours would be deployed, to include the Action Plan, the work hub and meeting with/ reporting to other stakeholders, job description, salary, line management, pension provider, tax .  
Victoria Pearce is working on models and has shared spreadsheets of workspace breakdown and usage with AC.  
Platforms for the advert would include job specific websites eg Goodmoves, social media, PKavs, and the CCT website. Questions arose relevant to the need for HR input and COLBY was suggested for matching applicants' skills to job description.  
AR, IC and JA will address the job description for SIB meeting week 2 November.

- c. CAP Renewal Plan – Meeting November 13, Pavilion, MacRosty Park. 6 for 6.30.

Mick Doyle will attend in his guidance capacity, BID representatives, Community Council. PL suggested inviting representatives from LOGOS and churches.

There will be background information from the groups, then updating of the Action Plan with contributions from all parties.

6. Treasurer's Report – was received. No queries were made.

7. Group Reports

- a. Town Centre –
  - i) Drummond Arms – ongoing
  - ii) Coworking Space – ongoing
  - iii) Old St Michaels – plan completed for accessible paths.

Quotes sought from three sources.

- b. Paths – update has been sent to group and will be attached to Minutes. There is a tree in the burn, JA is investigating its removal. The new sign has been deteriorating and JA has contacted the providers.

8. a. AOB – Funding Strategy: Quiz Night February 23. Artspace is booked. GM indicated it would follow last year's format, with added electronic scoring.

- c. New sign update. Removal proposal from outside Town Hall to a more relevant position discussed, consultations ongoing.