

Crieff Community Trust Board Meeting

Thursday 15 March 2018, 19:00, at Coop Meeting Room, Town Green, Crieff

Present Ailsa Campbell (AC) Chair, Gil Martin (GM), James Anderson (JM), Ian Christie (IC), Claire Sanville (CS), Beth Bell Secretary (BB), Ann Ross (AR)

Apologies Mirela McInnes (MM), Charles Crookshank(CC), Rona McCarra(RM), and Peter Littwinn(PL)

1. **Previous Minutes** - Minutes agreed and will be posted to Dropbox.
2. **Matters Arising** - Risk Assessment - see below.
3. **Admission of New Members** - Two new members admitted; third was already member.
4. **Declaration of Conflict of Interest** - None
5. **Treasurer's Report** The Treasurer's update will be sent via email.
6. **Risk Assessment (RA)**. The main topic of the meeting was Risk Assessment. OSCR email regarding Safeguarding Vulnerable Beneficiaries, Volunteers and Staff and Notifiable Events was sent to all Board Members prior to meeting. All Board members read and email was thoroughly discussed. RA process and strategy agreed. JA has RA for Paths Group and had sent copy to all via email. JA agreed to update that assessment to include strimmer and use of other equipment. BB will draft RA for Co-Working Space. Other areas to be drafted and discussed will be Corporate Governance, Financial Events & Board Oversight. Policies will be drafted, sent to all via email and reviewed at next Board Meeting. Political Party Policy also discussed. It was agreed RA and all other policies to be finalised for annual review and adoption at AGM in May. Added to website after AGM.
7. **CW Space Update & New Staff Member** - Catriona will now start in April. Meeting with AC, MM, IC & BB on March 19th. CWSteering Group met and will meet regularly to further plans. Match funding applied for through LEADER for equipment and other funds will be applied for through PKC. BL will release all funds needed upfront; funding already released for Interior Design fees. Strengthening Communities Application approved. Hoping to fund second staff member with these funds. AC will clarify and update all via email.
8. **Quiz Night**- All thanked GM & CC for their efforts and agreed event was another huge success. CS raised issue of raffle tickets and colours - will attempt to alter for next year.
9. **Group Reports**
 - A. **Town Centre** - AC provided report via email.
 - (I) Drummond Arms: Progressing. PKC contacted to request their assistance with RBS portion if required.
 - (II) Old St Michaels. Update in April as PL not present.
 - (III) Co-working space. See above.

B. Paths Group JA provided report via email.

- (i) Turretbank Wood. BB will put in application for Coop Community Fund for tree survey costs and other upgrades. Application due April 22 - JA will assist.
- (ii) Crieff Paths Group. JA chasing Alan Dorman to organise volunteer groups info soon.
- (iii) Core Paths. Progressing slowly.
- (iv) Knock Update/Management. JA queried PKC providing Fitness station for Knock Area. All agreed if PKC does not fund, then bequest funds for Knock area could be utilised to provide that amenity.

10. A.O.B

- A. **CAP Update.** Need to follow up in April with Mick Doyle and other groups for more specific to actual plan refresh.
- B. **Bag Pack.** AR scheduled a Coop Bag Pack on the 7th of September. Info to follow.
- C. **Creetown Bunkhouse Visit.** BB, AC, RM & CS planning visit to Creetown 22nd March. Explore their experience of developing and operating community bunkhouse.

Meeting Adjourned at 9:00 pm.

Future Meeting Dates 2018: April 19th Coop Meeting Room 7pm
May 17th, June 21st, July 19th, August 16th, Sept 20th, Oct 18, Nov 15 - Venues TBC

Meeting	Action	Owner	Date Due
16 April	AGM Planning	All	April 16th
	Draft Risk Assessment Policies	BB	April 16th
	Co-op Bag Pack	AR	Sept 7th