



CRIEFFCOMMUNITYTRUST

Crieff Community Trust Board Meeting
7pm, 16th August 2018
Findal, 21 Strathearn, Terrace, Crieff, PH7 3AQ

Present: Ailsa Campbell (Chair) (AC), Beth Bell (Secretary) (BB), Charles Crookshank (CC), Ian Christie (IC), Ann Ross (AR), Mirela McInnes (Treasurer) (MM), Jim Anderson (JA),
Apologies: Gil Martin (GM), Claire Sanville (CS), Peter Littwinn (PL), John Laurie (JL)
In Attendance: Catriona Davies (CD)

1. Previous Minutes

The minutes of the previous meeting were approved.

2. Matters Arising

None.

3. Declaration of Conflict of Interest

None.

4. Membership

John Laurie has agreed to become a member but hasn't yet applied. CD to prompt him to make an application.

5. Treasurer's Report

MM spoke to Financial Summary circulated before the meeting.

Insurance has increased due to CCT now having two employees, and associated equipment.

MM suggested asking Colin Crawford to join the Board and become the Treasurer. Board agreed. MM to ask Colin.

6. Funding Update

A Funding Update was circulated before the meeting, summarizing all the funding that had been applied for; successful, unsuccessful and awaiting decision. AC advised the Board that since this update had been written, we had found out our application to the Community Choices Fund had been successful, although we had been awarded a reduced amount (c. £55k instead of c. £75k applied for). About £15k of this is support costs for CCT with the remaining £40k to fund projects delivered either by CCT or other Crieff based groups. Having this fund available will help promote the CCAP refresh process as we will be able to offer money to deliver actions.

7. Governance

a. Self Evaluation

Only four Board members had completed the self-assessment questionnaire circulated by Colin Crawford. Colin had written an interim report based on these returns which was circulated before the meeting but it was agreed it would be useful for Board members to submit a questionnaire, if they had not already done so. The new Project Development Officer will collate the results and produce an updated report. CD to resend the questionnaire to all Board members.

b. Policies

Colin Crawford had written an update summarising existing policies in place, new policies available for review and additional policies we should consider developing in the future, which was circulated before the meeting. Board agreed they were happy with current progress and would continue work on policies with the new Project Development Officer once they are in post.

8. Co-working space/Can Do Crieff

CD spoke to CDC Update circulated before the meeting.

Lease

We have still not managed to agree the Heads of Terms with Strathearn Artspace. CD met with Barry Hargrave on 8th August to discuss the outstanding sticking points. Barry to supply amended wording which should satisfy both CCT and SA.

In the meantime, the CDC Steering Group have been considering alternative premises in the town centre in case a lease cannot be agreed with SA. Board agreed CDC Steering Group should continue to pursue Lodge Street, whilst also investigating other spaces. AC, BB, AR and CD to view alternative space tomorrow. BB to request details of rates and running costs from agent. CD to revise cashflow and budget based on reduced number of desks available in alternative space.

Funding

Discussed solutions to shortfall in match funding outlined in the update. Agreed to make a decision next week.

9. Drummond Arms

AC spoke to Town Centre Group Update circulated before the meeting. One feasibility study has been returned. Exploration of feasible options continues with a report expected by end of August. PKC is considering Compulsory Purchase Order, but will take results of feasibility studies into account when making their final decision.

10. Old St Michaels

No update.

11. Paths

As Paths Report circulated before the meeting.

12. AOCB

a. Seminar for Charity Trustees and Charity Managers

Strathearn Artspace

7.30pm, Wednesday 29th August

Hosted by Comrie Development Trust and J&H Mitchell Solicitors

AC, BB and JA will all go.

b. Project Development Officer Recruitment

Closing date for applications is - 15.09.2018.

Review applications and select candidates for interview – w/c 17.09.2018

Interviews – 26/27/28.09.2018

Action Points

Action	Target Date	Owner
CD to prompt JL to become member	20.09.2018	CD
MM to ask Colin Crawford to join Board	20.09.2018	MM
CD to resend Self Evaluation questionnaire to all Board members	23.08.2018	CD
All Board members to complete Self Evaluation questionnaire and return to CD	20.09.2018	ALL
CDC Steering Group to continue to pursue Lodge Street, whilst also investigating other spaces. CD to revise cashflow and budget based on reduced number of desks available in alternative space.	31.08.2018	CDC Steering Group
AC, BB and JA to attend Seminar for Charity Trustees and Charity Managers	29.08.2018	AC, BB and JA