



CRIEFFCOMMUNITYTRUST

Crieff Community Trust Board Meeting

7pm, 27th September 2018

The Glenturret Distillery

Present: Ailsa Campbell (Chair) (AC), Beth Bell (Secretary) (BB), Mirela McInnes (Treasurer) (MM), Ian Christie (IC), Ann Ross (AR), Jim Anderson (JA), Peter Littwinn (PL), John Laurie (JL).

Apologies: Gil Martin (GM), Claire Sanville (CS)

In Attendance: Catriona Davies (CD)

1. Previous Minutes

The minutes of the Board meeting of 16th August were approved.

2. Matters Arising

AC, BB and CC attended a Seminar for Charity Trustees and Charity Managers on 29th August. Agreed it was a useful session. In particular, AC felt that CCT should have a procedure for appointing and inducting new Board members. Based on his experience with other charity Boards, JL suggested carrying out a skills analysis, appointing Board members to fill skills gaps and acquiring training to help Board members carry out their roles effectively. The development of the Trust as an organisation should be a “project” in its own right. Agreed to revisit this topic with new Project Development Officer, once they have been appointed.

3. Declaration of Conflict of Interest

AR advised Caledonian are currently facilitating the fitting of an accessible bathroom in her home.

4. Membership

a. Admission of new members

Three new applications for membership received; 1 Associate and 2 Full. All three unanimously approved.

5. Treasurer’s Report

A Financial Summary was circulated before the meeting. MM has set up Xero (accountancy software) and entered all 2018/19 transactions. The free trial period has expired and it will cost £7.50/month to continue (with 25% off special offer, normal price £10/month). Board agreed CCT should cover this cost so MM can continue to use software. MM reminded the Board she would like to step down as Treasurer and encouraged them to continue looking for a replacement.

6. Funding Update

A Funding Update was circulated before the meeting. CD advised we have not heard from the Leng Charitable Trust who were due to meet to discuss our application on 7th September. CD has spoken to Graeme Fulton at Thorntons Solicitors who was not able to advise what the Trustees decision was at that time. CD to contact him again.

7. Drummond Arms

An update on the Drummond Arms was circulated before the meeting. PKC are going to arrange an internal structural survey to improve the accuracy of the estimated costs of each of the options in the recent feasibility study.

a. Presentation of an Alternative Plan

BB presented an alternative idea to secure the Drummond Arms. The idea was well received and the Board agreed BB should continue to contact key stakeholders to explore its feasibility.

8. Crieff Community Action Plan

An update was circulated before the meeting. The Board were happy with the proposed approach.

9. Old St Michael's

The new Memorial Garden has been completed and a very successful and well attended event was held on 22nd September with Roseanna Cunningham MSP cutting the ribbon to officially open it.

10. Paths

An update was circulated before the meeting. TD Tree & Land Surveys have submitted their report which includes recommended actions. 5 trees require action within 1 month so JA is acquiring quotes so that we can apply for funding. JA thanked the Board members who had tackled areas of Himalayan Balsam in Turretbank Wood.

11. Co-working space/Can Do Crieff

An update was circulated before the meeting. However, it is now looking unlikely the lease will begin on 1st October. CD will continue to pursue Andrew and Fiona Roger and Strathearn Artspace for outstanding information.

12. Governance**a. Self-Evaluation**

CD thanked the 6 Board members who have now returned completed self-evaluation questionnaires and encouraged the 6 Board members who have not to do so. New PDO will pick this up.

13. AOCB**a. Project Development Officer appointment**

From the applications received, 3 potential candidates have been selected for interview on 28th September 2018.

Action Points

Action	Target Date	Owner
Discuss development of CCT as an organization with new Project Development Officer.	After appointment of new PDO	ALL
Purchase Xero at £7.50/month.	18.10.2018	MM
Find new Treasurer.	31.03.2019	ALL
Contact Thornton's Solicitors to find out if our application to the Leng Charitable Trust has been successful.	18.10.2018	CD
Continue to explore feasibility of alternative plan for DA.	18.10.2018	BB
Secure quotes for most urgent work in TBW.	18.10.2018	JA
Continue to pursue Andrew and Fiona Roger and Strathearn Artspace for outstanding information required to allow lease to be signed.	18.10.2018	CD
All Board members to complete Self Evaluation questionnaire and return to CD	18.10.2018	ALL