

**Crieff Community Trust Board Meeting**  
**6pm, 16 January 2020 Can Do Crieff, Lodge Street, Crieff**

**Present:** Ailsa Campbell (AC), Ann Ross (AR), Jim Anderson (JA), Claire Sanville (CS), Ian Christie (IC), Jane White (JW), Dan Granfield (DG),

**Apologies:** Peter Littwin (PL),

**In Attendance:** Catriona Davies (CD), Arleen Sinclair (AS)

**1. Approval of Previous Minutes**

The minutes of the November Board meeting, having been previously circulated, were proposed by AR and seconded by CS to be approved as a true and accurate record. There was no meeting in December.

**2. Matters Arising**

All action points complete.

A few people still to access GDrive using their new logins. All to ensure this works and discuss any issues with CD.

DG and CD attended informative Gannochy Trust funding workshop for CCT and AS for DARL.

**3. Declaration of Conflict of Interest**

None

**4. Membership**

3 new full members approved.

**5. Funder Update (CD circulated full update prior to meeting)**

7<sup>th</sup> claim to Rural Perth & Kinross LEADER for £1,350 to cover 50% of our quarterly rent payment of £2,700 for the period Oct-Dec 2019 has been submitted. CD

Strengthening Communities Programme (SCP) report due by Feb 14th. **AS**

Investment in Communities Fund - Awaiting phone call from Scottish Government, who wish to check we are on track to meet our agreed actions.

Application to Coop Community Donations for £250 for Turretbank Wood was successful. CD in contact with Unpaid Work Team to discuss building and installing a rustic bench.

Application submitted by CD to second round of Community Investment Fund (CIS) for £6,965 to support delivery of CCAP (3 month project to start April, including 2 days of staff time a week and assistance with creating an agile online database).

Gannochy Trust - Following workshop, **funding strategy to be circulated.CD**

One of their funding areas is supporting charities to become self-sufficient. This could tie in well with further funding for Can Do Crieff staff post.

If an application is unsuccessful a second application can only be made after 12 months. Next deadline is 14 February, then July.

**AS,DG, CD to meet to see if feasible to submit application for 14 Feb.**

Proposal to refresh DTAS 'quadrants' work and undertake a new strategic review with them now that Drummond Arms has been acquired. **AS to fix date.**

**Communications** - proposal for drop in lunch/chat Friday lunchtime (12-1) every 2 weeks to facilitate updates/discussions between board members and with staff. **AS and CD to agree and circulate dates.**

**6. Treasurer's Report** (CS circulated YTD report and Oct-Dec breakdown prior to meeting)  
YTD receipts and payments report reviewed by board. £160.50 TBW insurance cost likely to have been misnamed - probably Directors' Liability insurance. **CS to check.** £10 refund possibly course cancellation. **AS to check.**

**Request to move Paypal money into the main bank account. CS**

**Request to create a separate Can Do Crieff report from within total, showing overheads and expenditure and income (including source). CS.** This will permit better overview of funds

available and profitability of Can Do Crieff. NB noted that next possible rent review is 30 Sept 2020, lease expires 2024 with optional break for CCT on 30 Sept 2021.

IC noted that CCT has received a £3,000 small business refund from HMRC towards employer costs.

**7. Recruitment/Proposal of new Board members**

2 potential new board members were approached by AC and JW. One was not interested and the other came along to CCT Christmas Drinks party along with a further 2 interested people, plus discussions since with another two. Nothing confirmed yet, so no one to propose formally.

Board recruitment process has been written up by AS as a flow chart and accepted by the board.

**AS to add to GDrive.**

**8. Drummond Arms** (AS circulated full update prior to meeting)

Update detailed all meetings and investigations held to date within the 10 week process to develop costed options appraisal together with That Studio (conservation architectural practice) to determine end use. Situation remains that until end use is established, cannot move forward with much of the safe and secure process, since many decisions will depend on the final use.

Discussions ongoing re. old RBS building and owner's liabilities re. roof/ chimneys etc.

Scoping business case for various options of a 'heritage' space . This will begin with consultation with interested parties at a workshop evening Wed 29 Jan.

Community communications to begin with request shortly for photos, with planned exhibition in March.

**9. Can Do Crieff** (CD circulated Dec update prior to meeting)

Currently 15 members and numbers continue to increase gradually.

Monthly Open Afternoons will resume in January.

Biz Chat series - programme scheduled, with monthly talks from January through to June with local business people and entrepreneurs. First 'chat is 21 January.

**10. Old St Michael's**

No update this month.

**11. Paths** (JA circulated full update prior to meeting)

**Turretbank Wood [TBW]**

TD Tree and Land Services to carry out Priority 4 Tree and Blackthorn Maintenance at TBW in January funded by an anonymous donation.

**Crieff Paths Group**

A Paths Group Activity is scheduled for Saturday 25 January at TBW to clear vegetation, trim branches and remove leaves etc.

Progress is being made on Crieff to Comrie path, but until confirmed we cannot begin to contact funders.

**12. Crieff Community Action Plan (CCAP)**

CD has finalised questionnaire which will be circulated shortly. Funding application made for staff time and interactive database design.

**13. AOCB**

Next meeting Thursday 13 February

Action	Owner
Strengthening Communities Programme (SCP) report due by end Jan	AS
Circulate Gannochy Trust funding strategy	CD
Meet to decide if plan to submit funding application to Gammonch Trust	AS/CD/DG
Schedule new DTAS strategic review session	AS
Schedule fortnightly drop in lunch sessions for board and staff	AS/CD
Move Penpal money to main bank account	CS
Produce separate Can Do Crieff financial report monthly	CS