

**Crieff Community Trust Board Meeting**  
**7pm, 21 May 2020, By dial in**

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

**Apologies:** Peter Littwin (PL), Catriona Davies (CD) annual leave

**In Attendance:** Arleen Sinclair (AS)

**1. Approval of Previous Minutes**

The minutes of the April Board meeting had been previously circulated and approved as a true and accurate record.

**2. Matters Arising**

<b>Action</b>	<b>Owner / outcome</b>
Email Mirella re. annual accounts and report. Tee up Noel Patterson once accounts are ready for verification.	CS has spoken to Mirella and will contact Noel.
Produce draft annual report and circulate to board for amendments and additions.	AC circulated and received feedback and added sections from AS,CD and JA.
Application to 3rd Sector resilience fund -  <b>However our landlord has received a grant. DG to brief CD to ask for a 3 month rent holiday.</b>  <b>DG to contact GrowBiz re. funds we can apply to, as a charity</b>	Not successful - did not meet eligibility criteria  <b>DG, CD</b>  <b>DG</b>
Address problems with CD's internet connection impacting her ability to work from home.	DG/CD - action has been taken
Establish what reporting is needed for DARL to Companies House and in CCT annual report at year end.	AS - end July/ Aug reporting date for DARL. Limited requirements for CCT annual report.
Check in with absent board member.  CS spoke to him in the garden and said he would be welcome to rejoin Board, but either way we would like to know his intentions.	DG - phoned a few times and left a message.
<i>Paypal problems</i> - no progress, money still stuck JA has drafted letters to Telegraph and PayPal. CS to consider just sending the letter to PayPal giving them permission to speak to Telegraph and Moneybox on their withheld CCT sums. Thought that CD has written a letter to PayPal - need to find out progress	Need update on action taken and progress from <b>CD. If still no joy, then we should intensify action - tweet/email papers and hassle them daily.</b>

**3. Declaration of Conflict of Interest**

None

**4. Membership**

No new full members for approval.

5. **Funder Update** (AS/CD circulated update prior to meeting)  
Using DTAS help for DARL.  
Applications
  - Historic Scotland has informed us we are eligible for funds - deadline for application end May.
  - No need was established for the community Covid fund, so no application was made.
  - Application for CAP website development and staff time was not successful.
  - Fountain refurbishment put on hold by PKC, plus no success in securing any other funding.
6. **Communications**  
CD has been keeping up communications with CanDoCrieff members, who are keen to come back, when they are allowed to do so.  
CCT presence on Social Media being maintained.
7. **Treasurer's Report** (CS circulated April breakdown prior to meeting)  
Some funds from last year have been freed up and added to unrestricted funds.  
IC suggested visiting gov.uk to look at the advice to charities on how we can spend the money we have - there has been some relaxation in rules.  
  
Discussion around a possible part-time furlough for CD, when this option becomes available in August. CD needs to be working to apply for funding and organising the Community Action Plan, plus it is hoped that CanDoCrieff can reopen soon. But if CanDoCrieff cannot reopen by the beginning of August part-time furlough might be an option.
8. **Recruitment/Proposal of new Board members**  
No actions.
9. **Coronavirus - impact and actions**  
Funding is going to be very difficult.  
Professionals have lots of time to provide free help at the moment eg. for Drummond Arms
10. **Drummond Arms** (AS circulated full update prior to meeting)  
Focus has been on the repair grant application. This requires a business plan, which AS is working up based on 4 affordable homes, a creative industries workshop area and a 20 bed hostel/bunkhouse. (Based on the original Caledonian Housing plan for DA - updated using figures from Jessie Macs hostel.)  
Marketing development options about to be advertised through Graham and Sibbald.  
Web page awaiting comments from David Cook on tone and content and should go live in a fortnight.  
Grant letter needed from Town Centre Fund to provide to other funders and organisations. AS to contact David Cowan directly.
11. **Can Do Crieff**  
No update this month as closed.  
**DG and CD to create a strategy for phased reopening of CanDoCrieff, with necessary social distancing measures in place.**

12. **Old St Michael's**  
No update this month.
13. **Paths**  
No update this month as no activity.
14. **Crieff Community Action Plan (CCAP)**  
No further update. Section written for annual report.
15. **Annual report and AGM date**  
Annual report copy is now ready - awaiting end of year accounts.  
No date can yet be set for AGM - **JW to check OSCR website re. advice on holding AGMs during lockdown.**
17. **AOCB**

**Next meeting Thursday 18 June**

<b>Action</b>	<b>Owner</b>
Our landlord has received a 3rd Sector Resilience grant. DG to brief CD to request a 3 month rent holiday.	<b>DG, CD</b>
DG to contact GrowBiz re. funds we can apply to, as a charity	<b>DG</b>
CD to update on action taken to access funds held in PayPal. If still no joy, then we should intensify action - tweet/email newspapers and hassle PayPal daily.	<b>CD/all</b>
DG and CD to create a strategy for phased reopening of CanDoCrieff, with necessary social distancing measures in place.	<b>DG,CD</b>
JW to check OSCR website re. advice on holding AGMs during lockdown.	<b>JW</b>