



## CRIEFFCOMMUNITYTRUST

### Crieff Community Trust Board Meeting 7pm, 17 December 2020, By dial in

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

**Apologies:**

Dan Granfield (DG)

#### 1. Approval of Previous Minutes

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

#### 2. Matters Arising

ACTION	BY
Consult DIAS for help releasing Q3 ICF funds	JW, done
Submit micro entities accounts to Companies House	JW, done
Buy accountant a thank you	CS, done
Meet to discuss long term business models for Can Do	All, ongoing
Start Christmas present	CS see actions
Start turnough	DG and ongoing

#### 3. Declaration of Conflict of Interest

None

#### 4. Recruitment/Proposal of new Board members

No change

#### 5. Funder Update

- Local Action Partnership funding - CN sent initial proposal
- Scotland's Tech Army - CN in contact
- **Q3 ICF claim approved and money transferred. Q4 now due JW.**
- Completed National Lottery Fund Year 2 reporting - check DG
- Completed final Leader claim - check DG
- New PK LEADER fund to provide mentoring for CAP successful, to include 10 extra days of CN's time

#### 6. Treasurer's Report - CS submitted update prior to meeting

#### 7. Reviewed cash flow projection.

Agreed to pay half rent for Can Do Crieff Jan to March 2021.

#### 8. CAP - CN submitted update prior to meeting

Survey deadline has been extended to Jan 4 2021 to try to increase participation.

Stakeholder interviews ongoing.

Project can be extended into March/April with new Leader funding.

Work ongoing on the database.  
Stakeholder board interview Thursday Jan 7 at 19.00  
**Ask CN to provide questions in advance. JW**

**Ask CN to organise a meeting to explore common ground in context of CAP and Drummond Arms with Remake/ Creative Crieff/ Crieff Connexions/BID**  
**Ask Colin Roxburgh to chair.**

9. **Drummond Arms - IC submitted update prior to meeting**  
Submitting architectural plans to PKC next week for the free community space, strip out of bedroom block and demolishing garage and staff accommodation at back.
10. **Can Do Crieff**
- Not currently able to market more widely due to Covid restrictions recommending working from home. Once possible we will promote on Radio Earn.
  - BizChats to recommence in Jan, virtually with 4 speakers over 4 months.
  - Idea to run some free specialist 'Can Do' masterclasses eg. on marketing with the idea to build the brand prior to being able to reopen and relaunch in the Spring we hope.
  - New signage in place.
  - Discussions ongoing relating to charging structure, management of office etc.  
Next CDC meeting Wednesday Jan 6 at 16.30
11. **TBW / Paths - JA submitted update prior to meeting**
- 2 trees generously donated by the Soroptimists have been planted at TBW.
  - No further progress with Link Path
  - Crieff to Comrie CMRI/126 Agreements expected this year
  - CMRI/126 Funding Strategy - Volunteers required from Jan 2021. Looking for c. £800,000, then match funding from Sustrans. Suggest GoodBox as a fund raising tool organised by BID. Fundraising cake walk with Kids Week.
12. **Review of policies and procedures**  
We will take a day in Jan when policies can be laid out in Can Do Crieff with an appointment system for the board to review and comment.  
Should be signed off as 'board' where possible.  
**NB Can we do this w/c 4 Jan before people get too busy again? DG**
13. **Penny Lane**  
**Nothing heard back from agent yet. AC to follow up.**

**AOCB -**

Martin Campbell, Lion Television - contact re. Community Trusts discussion JW  
Change passwords and admin access. Ensure that former employees have no access. JW  
Social media and personal CCT gmail. Copy Stephen with DARL.  
Pay AS for 2 hours. Full and final settlement. CS

**Next meeting 7 pm Thursday 21 January**

ACTION	BY
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Q4 ICF claim due	JW
Pay £5 to Claire for accountant's thankyou present	All
Ask CN to provide questions in advance for our board stakeholder interview	JW
Buy Fern card for Catriona for Christmas	IC
Check that CD has completed final CDC rent Leader claim and National Lottery Fund 2 year report	DG
Organise a meeting to explore common ground in context of CAP and Drummond Arms with Remake/ Creative Crieff/ Crieff Connexions. Ask Colin Roxburgh to chair.	JW with CN
Follow up with agents about Penny Lane proposal	AC
Contact Martin Campbell Lion Television about CCT	JW
Look at online security of GDrive,gmails, bank accounts etc. and consider updating.	JW All
Set up policy and procedure review wc 4 Jan	DG all