



CRIEFFCOMMUNITYTRUST

Crieff Community Trust Board Meeting 7pm, 17 November 2021 By dial in

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

1. Declaration of Conflict of Interest

None

2. Approval of Previous Minutes

The minutes of the October board meeting had been previously circulated and were approved as a true and accurate record.

3. Matters Arising

Action	By
Health and Safety procedure check and update	IC done. JW to affix copy in CDC.
Everyone to write down what we do within our roles. A separate meeting is then needed to further develop the board roles and decide how to progress.	JW to email spreadsheet to all. Action all early 2022.
PKC microenterprise grant - successful 90% of £1,000 to promote CDC - we pay invoices and forward to them to reimburse	JW to claim by 22 November. Includes a screen purchased for CDC.
Request to see reports directly out of Xero at monthly meeting. Include a Can Do Crieff column to monitor income vs direct expenditure attributable to CDC. Find unused cheque books and destroy. Annual report progress Financial pages for Annual Report Do we need someone to audit and sign off accounts? Description of activities in annual report Send to OSCR / Companies House	CS CS CS CS continues to liaise with JC and produce word doc. AC to ask JC AC (JW will send to all members) JW/ CS
Following receipt of our 2020 small tools grant (£150) we should now apply for one for 2021. Identify items required for Paths and apply for annual one off support for Volunteer Groups for specific items (£500)	JA JA

Update asset list - locations/ number and original value.	All - New Year use balance sheet figures
Is it possible to have an automatic thank you receipt for donations?	Ask Kona - JW
Need to take forward Uniting Crieff forum. Send out follow-up email, thank for attending and suggest date in New Year for first forum. Update (esp Covid situation) entries on Uniting Crieff website - add calendar? Promote. Crieff Connexions editing access.	JW/PB waiting to see if we get grant

4. **Recruitment of new Board members**

Everyone to write down what we do within our roles. **All for November meeting.**
A separate meeting is needed to carry this further. **Action all early 2022.**

5. **Funder Update / Fundraising platform**

- PKC microenterprise grant - successful 90% of £1,000 to promote CDC - we pay invoices and forward to them to reimburse. **JW to claim by mid Nov**
- Ecclesiastical- Movement for Good fund - £10K for CCT running costs for 3 years and funding a fundraiser/adviser 1 day a month for 2 years. unclear when will be notified **JW submitted**
- Scotland Loves Local - application submitted with Andy Clegg @PKC for joint bid for Murray fountain refurb **Successful for £15,000 - now applying for PKC Community Environment Challenge fund for £10,000 (need councillors backing) and any other funding we can find, but will proceed with what we have.**
- ICF -. Interim report due Dec.
- PKC Testing grant -applied for £5K to support launch of UC forum and to employ CN for 4 months. **JW**

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

JW to acknowledge and thank money donated to Crieff to Comrie Path fund. £1000. to Andrew Donaldson from the Bredalbane tourism group. **JW**

- ICF - Q3 funding application received
- CS registered her wish to resign from being treasurer and leave the board as soon as we can fill her position. She kindly agreed to stay on as treasurer until the 2020-2021 accounts are finalised and sent off to OSCR/Companies House and as a board member until a new trustee can be found to enable the committee to remain quorate. The board acknowledged her decision with regret and thanked her for her contribution.

7. **Reviewed cash flow projection.**

CDC is not meeting its full rental costs.

8. **Paths** - JA submitted a report prior to the meeting **Turretbank Wood [TBW]**

DG and JAA had a site visit with Graeme Anderson -Technical Officer for Paths for All - to discuss design of our proposed new link path at TBW. Graeme offered to assist with path design and preparation of submission for planning approval. Progress on transfer of title to disused railway back to the wooden bridge expected this month.

Crieff Paths Group

Following receipt of our 2020 small tools grant (£150) we should now apply for one for 2021. **JA**

Identify item required for Paths and apply for annual one off support for Volunteer Groups for specific items (£500) **JA**

Crieff to Comrie Core Path CMRI/126

Short meeting of Project Group on 27 October but little to report.

PKC expect to submit the route for Planning Approval early November and they expect this will crystallise attitudes of all of the landowners.

PKC wrote to Carse of Trowan giving them an update and pointing out that Planning Approval would shortly be applied for.

9. **Drummond Arms** - IC submitted a report prior to the meeting

Building Update: The main former hotel building's condition continues to provide technical and budgetary challenges. The poor condition of roof and floor joists require the design of internal scaffolding to continue to clear out asbestos, remove rot and provide propping. The structural engineers are now controlling the strip out process.

There has been an expression of interest to buy the site for £1. DARL has responded by requesting details of track record, proof of funding and stipulated the need for recourse if an agreed development timetable and investment level is not met before considering an offer of this nature. Whilst the developer seems genuine there is a fear that he will attempt to railroad the development, compromising listed building requirements.

Historic Environment Scotland have been asked to come to site to inspect to assess the exposed internal condition and possibly provide financial support.

Arts Competition: Planning and Listed Building Consent has been granted for arts / window project. The competition closed with 20 applications, a couple not meeting the brief. The four winners have been chosen for the Hill Street windows, with a further 2 reserved for the RBS windows. Awaiting consent from BEAR to allow access to the front of the building.

VAT : The 1st claim of £51k is in our bank account.

10. **Can Do Crieff**

Business Club up and running. Need to touch base with Trystan. **AC to arrange.**

Meet with SA in the New Year.

Offer to move coworking space to Old Town Hall for £1. Board agreed we did not wish to progress.

11. **CAP**

Awaiting news of possible PKC funding to progress.

12. **Review of policies and procedures** - now complete

13. Sculpture trail - DV and JMcE to become CCT members. Draft memorandum being drawn up by IC. The group has not made a grant application yet. If and when they are successful then we can decide how to take things forwards

AOB

Add all as 'read only' access to Xero **CS to set up.**

Can more than one person access and make payments to and from account. **CS to investigate**

Action	By
Acknowledge and thank for money donated to Crieff to Comrie Path fund. £1000 to Andrew Donaldson on behalf of the Breadalbane tourism group.	JW
Following receipt of our 2020 small tools grant (£150) we should now apply for one for 2021. Identify items required for Paths and apply for annual one off support for Volunteer Groups for specific items (£500)	JA
Business Club up and running. Need to arrange update meeting with TP. Meet with SA in the New Year.	AC
Add all board members as read only access to Xero	CS
Investigate more than one person access and make payments to and from account.	CS
Everyone to write down what we do within our roles. A separate meeting is needed to carry trustee roles further.	All for Jan
<p>Request to see reports directly out of Xero at monthly meeting.</p> <p>Include a Can Do Crieff column to monitor income vs direct expenditure attributable to CDC.</p> <p>Find unused cheque books and destroy.</p> <p>Annual report progress</p> <p>Financial pages for Annual Report</p> <p>Do we need someone to audit and sign off accounts?</p> <p>Description of activities in annual report</p> <p>Send to OSCR / Companies House</p>	<p>CS</p> <p>CS</p> <p>CS</p> <p>CS continues to liaise with JC and produce word doc.</p> <p>AC to ask JC</p> <p>AC (JW will send to all members)</p> <p>JW/ CS</p>

Next meeting 7 pm 20 January at 7pm