



**Crieff Community Trust Board Meeting 7pm, 17 August 2023 on Zoom**

**Present:** , Ann Ross (AR), David McCann (DM,) Brian McVey (BM), Jane White (JW), Ailsa Campbell (AC), Ian Christie (IC)

**Apologies:** Jim Anderson (JA), Claire Sanville (CS)

**Invited:** Andrew McLean, Susan McLean

New director Andrew McLean proposed by AR and seconded by AC and welcomed by the board.

**1. Declaration of Conflict of Interest** - None

**2. Approval of Previous Minutes**

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

**3. Matters Arising**

<b>Action</b>	<b>By</b>
Brief members on fire safety measures including online links to accident/incident reporting form and heating issues and update members handbook.	JW/ DM done
Lord Lieutenant's award scheme? <i>DM reported back - need to nominated by 1 member of the public and endorsed by 2 more. DM to draft model text.</i>	DM to do
Consider registering for VAT - speak to JC to discuss.	JW to do
Plan an open meeting to share the news of the new path project with the local community.	JA/DM/JW to do now title secured
UC follow up meeting	DM /JW - held
wee shop - do publicity and explanation	DM/JW - to be sent out end Aug
ethics policy to be reviewed by Leadership team and presented back to board	AC - to do
Tell our members and FB about the reasons for the scaffolding and the preferred partners	DM/ IC - done
Leaflets promoting CCT and CDC to be delivered to new builds.Posters produced to go up round town.	DM with help - to do

#### 4. Live funds update

- Gannochy funding £15,000 towards development manager salary costs for a year, now conditions have been met, money has been paid into our account. Report due April 2024.
- Garfield Weston Foundation for help with core costs. £5,000 unlimited funding for a year. **Must report back by 12.1.24.**
- Paths for All IFPF for design of link path successful - £24,474 - accepted and contract awarded to TP&E. First payment claimed and paid. 2nd payment claimed.
- £1900 from PKC 'Open for Business' for matched funding to improve external look of 'wee shop'. **Claim paid.**
- Fountain - PKC CECF - accepted £10,000 for fountain refurb.
  - £44,000 deficit for full works - PK Heritage fund offered £5,000 and received £5,000 from SGN. Awaiting news from Heritage Environment Scotland application for £25,300 for fountain.
- Applications made for help with organising a heritage exhibition/ fundraising for DA to Paristamen (next stage), A Sinclair Henderson Trust, WM Mann trust (£25,000) unsuccessful. **Heard nothing more from any of these applications.**
- CLLD applications made for 23/24 to support CEO salary costs. Also to support DARL coordinator costs and possible part-time fundraiser.
- **Application made for £6k to Community Investment Fund for help with UC.**
- [www.persimmonhomes.com/community-champions-2023](http://www.persimmonhomes.com/community-champions-2023) - applied for £6,000 for core costs and support for uniting Crieff. ("As we are currently looking to purchase a site in Crieff there should be an increased chance of a Crieff organisation being awarded this money hence why I am contacting a few people to make them aware.") **No news.**

DMC plans to seek a meeting with the Gannochy Trust to discuss potential 3 year core funding to follow on from 1 year funding which finishes in March 2024.

DMC also plans to submit an initial 1 year lottery application.

#### 5. Treasurer's Report - JW submitted update prior to meeting.

Still awaiting final accounts.

Two companies submitted tenders from those who were approached. Comparisons made and discussed. Should DARL move too? **JW to discuss with SO and forward details to DARL board.**

VAT registration, figures for last 3 years reviewed. Need to come up with a way to review pricing structure for CDC, but looks like a beneficial move to register.

Virgin Money linked savings account - paperwork submitted this week.

#### 6 Paths - JA submitted a report prior to the meeting

##### **Oakbank to MacRosty Park Link Path**

CCT's comments on TP&E's Options Report were reviewed and costed by the designer. CCT's option was significantly more expensive. 7 July CCT instructed TP&E to go forward with Routes A2 (Meadow 2 side of Embankment) and B1 (using Cutting in Meadow 3) and with unbound surfacing option S2.

TP&E's Valuation 1 was received, checked and payment authorised together with an application to Paths for All for drawdown of same amount from our Grant. TP&E's Application No 1 amounted to 21% of their Total Quotation.

CCT submitted Progress Report No 1 to Paths for All.

3 August 2023 TP&E submitted their outline design details together with Preliminary Cost Indications. Comments sought. Concern about maintenance affecting wheelchair users supported by board. **Other concerns raised by JA to be discussed, please forward thoughts to JA.**

Our insurers, Keegan Pennykid [KP] have been advised that CCT now own the rail embankment and cutting at TBW as well as the area at the western end of LMW. CCT were requested to provide, and have provided, photographs of the additional land as well as a Risk Appraisal of the new areas together with examples of CCT's policy awarding contracts for tree survey and maintenance work. Action with KP to confirm cover (Shirleen Shand) however policy renewal date is early September 2023.

A new Hazard Warning Sign has been ordered to replace the existing one CCT provided in 2015 which is now looking water damaged.

### **Turretbank Wood [TBW]**

Further meeting held on site 3 Aug.'23 to discuss the shortcomings of Scottish Water's activities at TBW - attended by Clive Duncan and Peter Chriton plus JAA and Robert Bone for CCT. This was a follow up to earlier meeting held on site on 25 May. Peter Chrichton [PC] is the Scottish Water Estates Manager and appears to be the individual who deals with remedial work. Scottish Water refer to this as Compensation Claim. JAA objected as we are not claiming compensation but simply waiting for SW to complete what they said they would do. PC said it is easier for them to deal with it this way and he does not object to any of the items raised by CCT [these include: beech hedge to hide raised manhole; provision of a new bench; repair to banking to Turretburn to prevent erosion; treatment to damaged surface of TBW path; return of key to Bollard].

This year's campaign to tackle the Himalayan Balsam at TBW has progressed slowly and this year's crop is much reduced. However there is still an area in Meadow 2 near the purple buddleia that needs further attention. JAA is now struggling to do this as he is on holiday on Monday – Help Please.

Coop funded Bench – Bench to be purchased for siting in Meadow 2 – Action outstanding but now awaiting design input from TP&E to make sure new location works in their new design.

### **Crieff Paths Group**

The July outing on the Knock was successful and a further smaller outing took place on 12 August at Bennybeg.

Re: suggestions for use of the Small Path's Grant of £1000.00 for CCT this year (we traded last year's grant to assist another area). Best idea is to thin out the existing crowded hawthorn and blackthorn bushes in TBW Meadow 2 to provide some trees in Meadow 2 and flail some paths between and around the thinned bushes. Hire of a chipper plus operator to dispose of the thinned branches will cost circa £500. Athol Curtis has confirmed that such expenditure would be valid under the Small Path's Grant. Timetable September

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

### **- Building update**

Now the scaffolding is erected and the lower fan deck is at the correct height the High Street has been provided with the best possible protection until the next stage of funding is applied for.

DARL recently carried out a detailed risk assessment, looking at a series of development strategies taking into consideration tasks including potential income, stakeholder requirements and timescale. This resulted in a façade retention as the best outcome for DARL, but not necessarily potential development partners.

However, this has not deterred the hotel group at this stage and there is Memorandum of Understanding, (MOU), being prepared to set out the local agreements.

### **- Grant Applications - Outline Funding Strategy**

- o Stephen to meet with PKC to better understand requirements and to ensure DARL is meeting all the correct targets. Draft review strategy attached.
- o Architectural Heritage Fund (Feasibility only)
- o Colin Reed (bid writing support)
- o Crowdfunding - TBA

### **- Financial position**

DARL remains solvent at present with sufficient funds to carry on with the inspections of the scaffolding, however this is currently being done weekly, with a monthly cost of £780. As there is no personnel access at present Galbraiths will be asked to implement the following

regime:

- o Monthly inspections with a written report
- o Inspection after a severe weather incident
- o Inspection prior to personnel access

- Insurance

Proposal received from Amwins Global Risks Limited. The premium (including IPT and all fees) for the year will be: £ 24,360.00. – Covers Fire Risk (Rebuild £5m) and includes an element of Professional Indemnity but very limited Public Liability. Not sure of the value of this in terms of potential failure to meet all the terms and conditions including security and the condition of the roof / building although they have been advised.

## 8. **Can Do Crieff**

- There is increased interest in use of the co-working space and have seen a marked increase in actual desk use throughout June – August. April £914, May £970, June £1040, July £1716, August to date £1157. The summer months will continue to be popular as we target visitors to the town who still wish to connect with their business.
- Placing an emphasis on the offer of “less travel”, “be kinder to the environment”, “no need to worry about inclement traveling conditions” etc will hopefully help increase winter month usage. DMC continues to be diligent in following up anyone who has visited the space and not joined to find out why they have not signed up.
- We have now implemented a clearer, multiple, signage system in all areas of the co-working space to provide clarity and information on both first aid and fire procedures and updated the member’s manual.
- We will begin to look at potential additional member benefits including “soundproof booths”, local discount schemes on food and drink, improved décor etc.
- DMC will be meeting with representatives of Strathearn Arts to discuss the Can-Do Space and future agreements in the Autumn.
- Video clip of why people like working at CDC.

## 9. **CAP/ UC forum/ Town Team**

At an initial meeting at the Crieff Campus in May with various local third sector organisations who are planning major capital projects there was an informal agreement that, going forward, all would aim to support and collaborate with each other for the betterment of Crieff and its wider community and develop a strategy that will aim to deliver the priorities as outlined in the Community Action Plan, as well as maximise the potential successes of all the agreed actions and projects, including existing Capital projects.

DMC has since had a further meeting with representatives of local key organisations, Crieff Community Trust, Remake, Strathearn Arts, Creative Crieff, Crieff Highland Gathering, Crieff Connexions, Crieff Museum Group and DARL. This again was a positive and constructive meeting, the outcomes of which were:

- DMC would arrange and facilitate a separate series of meetings between Strathearn Arts and Creative Crieff to seek potential collaborative opportunities, identify any duplication and address the historical difficulties and issues that have arisen
- that the wider group would appoint an independent facilitator, now identified as Professor Peter Flett of Stirling and Strathclyde University and a resident of Crieff, to begin to work with the group to create a strategy to deliver on our identified priorities and to layout clear timelines for delivery, along with funding strategies.

Further meetings of the group, now being referred to as the Town Team, have been arranged

including one to be attended by representatives of Perth & Kinross Council, the objective being to show a united front and town focused collaborative approach, whilst seeking guidance and clarity from PKC around criteria and requirements for future funding support.

## **10. James Square**

CCT is part of a multi-agency partnership approach which is working towards the restoration of the historic Murray Fountain. CCT has taken the lead in funding applications and holding funds. There are varying options for restoration works, with full restoration, including lighting and the reintroduction of water, being currently budgeted at over £110,000. £85,000 has already been secured in funding and CCT has a funding application for the shortfall currently submitted.

The Murray Fountain has great significance to the community of Crieff, being erected to commemorate the arrival of fresh drinking water to the town and its inhabitants. For over a century it has stood in the heart of our town and watched as generations passed through. It is also the site that most visitors reach or gather when first they arrive in the town centre. The Fountain fully restored, and functioning, will instil a great sense of Community pride and be for all of the Crieff community to enjoy and be proud of.

Wee shop work on window frame complete, with posters in place. Haddens has agreed to do a masonry refurb as part of the fountain project.

## **11. Governance / CCT**

Leadership team meeting every 2 weeks. **Still to look at ethics policy.**

## **12. AOB**

### **Events**

As part of the ethos of the Trust to work together to bring about improvements to the physical, economic, and social environment of Crieff, DMC is exploring the options of fully funded events which will not only be for the enjoyment and benefit of the local community but also attract visitors to the town.

In 2019 the local BID, Crieff Succeeds, delivered a project which centred around Scotland's only Santa Post Office. Over 10,000 people visited with thousands of children's letters and wishes being "posted" to Santa. As its title implied this was the only one of its kind in the country and proved immensely popular. We are seeking to identify a venue and once again bring this magical project to Crieff this Christmas.

"Light up the Town" would be a walking trail through Crieff with historic sites and buildings lit up and projected onto. The walk would involve the story of the town being told to participants in an artistically exciting, vibrant, and memorable way.

Any funds raised through donations or ticket income for these, and other potential events, could be used as the basis of a Trust Fund to support events and activities which clearly serve the ethos of Crieff Community Trust. CCT would receive an admin fee for organising the events but would not be financially responsible for funding them.

Board approved the idea of running events in principle as long as no financial risk to CCT.

### **10th birthday party fundraiser**

Proposal to invite all current and former board members and people who have helped CCT over the 10 years to celebrate at Gs. Fixed meal c. £35. Everyone to be asked to pay for their own meals. Invite others to help us celebrate. Turn into broader fundraiser?

Possible dates: **Thurs 5 Oct Action: AC and leadership team to progress.**

### **Next board meeting - Thursday September 21**

Annual report will be an opportunity to engage with MPs/ MSPs.

Action	By
Thank you letter to Sir Brian	JW
Organise 10th birthday party	JW
Distribute leaflets	all
Accountants: JW to discuss with SO and forward details to DARL board. VAT to follow on from move to new accountants.	JW
Follow up comments on TP&E proposal to Jim	all
Ethics policy	AC
Link path consultation event	JA/ DMC
Lord Lieutenant's award scheme? <i>DM reported back - need to nominated by 1 member of the public and endorsed by 2 more. DM to draft model text.</i>	DMC to do
Video clip of why people like working at CDC.	DMC
Community Council	Someone to attend every meeting