



CRIEFFCOMMUNITYTRUST

Crieff Community Trust Board Meeting 7pm, 28 November 2024 on Zoom

Present: Jane White (JW), Jim Anderson (JA), Ann Ross (AR), Ian Christie (IC), Jamie Landale (JL), Ailsa Campbell (AC)

Apologies:

Joy Flett (JF), Brian McVey (BM)

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

Standing matter - path inspection: Jane till end November then needs a new rota. All good.

Please sign up for Dec onwards [here](#).

Action	By
Andrew McLean has resigned as a director.	JW has informed Companies House
Share more info generally with the board throughout the month to ensure the board is properly informed.	For further discussion on CCT way forward

4. Charity Compliance - the following have been completed.

Return of digital files ongoing (JW meeting DMC's daughter in a fortnight to physically transfer files from his laptop.)

Access to Just Giving account - no longer advertised and Visit Crieff FB still ongoing.

Email Account Management

- Disable access to his email account.
- Redirect emails to a current staff member or a general inbox for a designated period.
- Archive important emails and store them securely.

Access to Platforms and Software

- Revoke access to all internal systems, including databases, work management platforms, and any community-specific software.
- Change passwords for accounts that might have been shared with him.

Communication Channels

- Remove from all communication channels such as WhatsApp groups, or any other internal or external communication platforms.

- Update internal contact lists and notify relevant stakeholders (e.g., partners, community members) of the change in point of contact.

Document and Data Handling

- Ensure all physical and digital files he managed are returned or accounted for, including keys to any facilities.
- Conduct a review of any ongoing projects he was involved in to ensure no information is lost and all responsibilities are reassigned.

Financial Responsibilities

- Confirm if he had any financial authority, such as credit cards, bank account access, or online payment permissions, and arrange for these to be cancelled or transferred.

Legal and Compliance Considerations

- Ensure there are no outstanding legal tasks or compliance issues that he was responsible for, and reassign these to another team member.

Confidentiality and Public Perception:

- While transparency is valuable, it is generally advisable to exercise discretion when discussing legal matters such as embezzlement in public announcements. Careful consideration of the information shared can help maintain public trust in Crieff Community Trust's governance.

Tone and Responsibility:

- In communications, particularly those involving sensitive issues, maintaining a tone that reflects the organisation's fiduciary duties can reinforce trust and confidence. It is important to balance empathy with a clear adherence to the organisation's ethical standards and responsibilities.

Handling of Sensitive Information:

- It is prudent to focus public communications on the future and the ongoing mission of the organisation. This approach will underscore the organisation's commitment to integrity and the positive impact it aims to have on the community.

Notes of HR and legal and crisis comms are in the gdrive.

A record of actions and timeline is in the gdrive.

Risk process and matrix to be reviewed in New Year.

5. Regen and Town team

1. Overview

November has been a challenging month, but with significant support from group members, we have managed to keep all current projects on track.

In the aftermath of DMC's departure, we held a combined meeting of the Regen Group and the Town Team. This meeting highlighted a critical issue: communication. Some attendees were unclear about which group they belonged to, emphasising the need for better clarity and structure.

One of the Regen Group's core objectives is community engagement, and there was a collective desire to make the group more inclusive. By broadening participation, we can enhance our reach within the community. Below are some thoughts on a new, more inclusive structure for the group.

2. Projects

2a. Santa's Post Office

This project is progressing as planned and will open this weekend. It will run as scheduled through to Christmas. **JW to get float to DC.**

2b. Crieff Public Toilets

We are in the final stages of lease negotiations. However, we need to finalise an operational plan, and the opening has been postponed until January.

2c. Fire and Folklore Festival (March)

It has been decided to cancel this event, although this it had not been confirmed

2d. Cultural Festival (August)

The group has agreed to move forward with the planning phase for this event, including

gathering relevant costings. This festival will align with Creative Crieff's Film Festival.

2e. Banners

47 banners new banners are up, the balance can not be put up without the help of PKC and possibly road closures, the old banners taken down to put the lights up have been found and are currently under the fountain.

3. Recruitment of a Regen Group Manager

No progress had been made on this recruitment prior to David's departure.

In the interim, Karen MacArtney (from Creative Crieff and a Regen Group member) has agreed to assist until the end of January. Her role will include the following responsibilities:

Establishing a formal structure and strategy for the group.

Recruiting a dedicated individual to drive the group's objectives forward.

Strengthening our Expression of Interest to the Heritage Fund.

Advancing the Crieff Public Toilets project.

Delivering Santa's Post Office.

Developing a short- to medium-term communication strategy.

Writing the program specification for the cultural festival.

4. Communication and Marketing

As part of the Santa's Post Office budget, we have engaged Space 21 Marketing to assist with social media for this event. Their involvement will extend into January, focusing on:

Sharing success stories from Crieff's Christmas events.

Promoting positive developments, such as the Public Toilets opening.

By mid-January, we aim to have a comprehensive communication and marketing strategy in place for the year ahead.

5. Group Structure and Strategy

Karen (subject to confirmation) and I will outline a detailed structure and strategy for the group in the coming days.

The current group includes representatives from:

CCT

CCC

Hospitality

Retail

Youth

Funders

To foster greater inclusivity, I propose expanding representation to include:

The Town Team / Capital Project Group

Crieff at Christmas

Crieff in Leaf

Other groups to be identified.

These groups would have a dedicated agenda slot at Regen meetings to provide updates on their activities. In turn, they would communicate Regen updates back to their respective groups, creating a stronger flow of information and engagement across the community.

6. Next Steps

Confirm Karen's involvement and scope.

Finalise operational and marketing strategies for January and beyond.

Develop a detailed plan for group structure and community engagement.

By addressing the challenges we face and enhancing our communication, strategy, and inclusivity, we can ensure that the Regen Group continues to make a meaningful impact on the community.

Sincere thanks expressed by CCT to all who have taken over responsibility for picking up an delivering DMC's projects.

6. Drummond Arms (Report prepared by SO & IC)

1. Building update

Police contacted IC late on Sunday 24th November to inform him that the building had been broken into, they thought by teenagers. IC went down, checked the inside and made the door secure overnight, then fully secured it the following morning.

That morning a member of the Facebook group, Abandoned Scotland, posted pictures from inside the DA on social media. All other aspects of the building remain unchanged and secure from casual observers.

2. Grant Applications

In the light of recent ownership developments, no further action on grant funding is anticipated.

3. DARL Board Strategy

As minuted previously PKC have now served a Dangerous Building notice on DARL, stating that repairs to the roof and chimneys must commence by 30 th January 2025.

PKC were informed that there was no prospect of DARL raising funds to carry this work out, and by failing to do so would put DARL in default of the notice, triggering a liquidation process.

As this would leave the building ownerless PKC agreed at a finance committee meeting on 20 th November 2024 to take ownership of the building, triggering the following actions:

Stephen Oswald, (SO), to inform PKC in writing the critical nature of ownership transfer ahead of 30 th January 2025 to avoid DARL being liquidated.

Liaise with Sandra Rankin, property solicitor, to ensure a smooth transfer of deeds.

SO to continue to provide PKC with financial statements, bank records and advisors reports.

SO to formalise an agreement with City Scaffolding to manage the transfer of scaffolding in a manner that suits all parties.

4. Financial Position

DARL remains solvent at present with sufficient funds to carry on with the inspections of the scaffolding and to pay the project officer, but this will become a problem around March – April 2025.

5. Press Release

On the news that the former Drummond Arms Hotel in Crieff is to be acquired by Perth and Kinross Council, Drummond Arms Regeneration Ltd, (DARL), would like to offer the following statement:

After a long period of neglect by former absentee owners of the Drummond Arms Hotel it was left to community volunteers to take action to find a solution for this landmark building. 5 years ago, Crieff Community Trust put in place Drummond Arms Regeneration Ltd. (DARL) to acquire the Drummond Arms with intent to regenerate the building for the benefit of the community.

DARL has had three objectives:

firstly, to ensure the safety and integrity of the building,

secondly to painstakingly explore all the potential uses of the building, including affordable housing, community use, low-cost hostel accommodation, flat accommodation and a boutique hotel, and

thirdly to fundraise to be able to invest in the best solution.

What funds DARL has received have been carefully applied to conduct essential works to make the building safe, and to prepare it for all alternatives, ranging from re-use to demolition. All money spent on the building to date would have to have been necessary irrespective of its ownership and the future use of the building and site. Examples of the work carried out include the removal of asbestos and contaminated building materials, the erection of essential internal and external scaffolding, and installation of steel ring beams to augment the stability of the structure, some of which was lost as internal floors became compromised.

DARL's behind the scenes intervention when it was needed has assured a safe environment for the centre of Crieff for the last 5 years. Funds have also been used to

secure the title of the adjoining building, formerly the RBS Bank, (without which any major works, including demolition to the former main hotel building, would not be possible), to market the Drummond to potential buyers, and to commission various development and cost appraisals for the alternatives considered.

Notwithstanding our 5 years of responsible, community-focused effort into this project the Board has reached the conclusion that there is now no commercially viable solution to regenerate the former hotel, due to the immense cost to preserve and restore the shell of the building and the lack of public and private funding that is required to do this.

The Board and its advisors have therefore reluctantly reached the stage where to continue to ensure the safety and integrity of the building, and with no remaining regeneration funding routes available, the co-operation of Perth and Kinross Council (PKC) is needed. DARL has now offered to transfer ownership of the building to PKC and let the council determine its outcome. That determination is that the safest and most cost-effective solution is to permanently remove the building, followed by redevelopment of the site. Without this action there was a risk that DARL would have to enter voluntary administration, leaving the building ownerless and the town centre at increased risk due to its ongoing deterioration.

7. Paths Update (Report prepared by JA)

7.1 Oakbank to MacRosty Park Link Path

Awaiting feedback and response from PKCT regarding the status of their proposal to Sustrans that PKCT adopt the Link Path Project.

7.2 Turretbank Wood [TBW]

Fortnightly Insurance walks have continued and reports collected. Currently nothing to report.

7.3 Crieff Paths

Board approval granted for following proposal [which has been successful previously] Allocate CCT's annual Path's Grant (£350) for 2024 from PKC to Madderty and for 2025 Madderty will reciprocate by allocating their PKC Grant (£350) to CCT. This means that we will have a more useful sum (£700) for Path's activities next year. **JA to confirm to Athol.**

7.4 Crieff to Comrie Core Path CMRI 126.

Meeting held 28 November. Awaiting path agreements being agreed before press release can go out.

8. Can Do Crieff

Expansion on hold.

Breaking even with a little surplus. JW to take over invoicing of members for the time being.

9. Treasurer's Report - JW circulated YTD accounts prior to the meeting.

JW to arrange transferring remaining funds in last year's funding pots to this year's Xero report so correct drawdown of funds can be monitored. (JC did this in the past.)

Funding

9.1 Funding applications for CEO salary 24/25 to Gannochy Trust successful and £15,000 received for next 3 years. Need to report back at the end of each year - so July 2025/26/27. Application submitted to Community Led Local Development Fund for £10,000 for CEO salary rejected.

9.2 JW has identified and submitted other funding applications for link path.

Passed stage 1 of Gannochy funding for £25,000 for link path - need to submit to stage 2. IFPF application rejected and resubmitted. Met with Sustrans and PKCT.

Funder	Amount £	Apply by	Decision by	Notes
Gannochy Trust	25000	10/01/25	12/03/25	But application will be stronger with other funders secured.
Postcode Lottery	25000	1/10/24	1/11/24	But only one more application possible, so might be better to wait for more funding in place.
EB	50000	31/1/25	27/02/25	NB Complicated 3rd party means we must pay them 10%?

CLLD	10000	30/4/25	30/06/25	
CECF	10000	Done	31/10/24	
IFPF	100,000	Redone	?	
SSE	100,000	22/11/24	January	Done
Hugh Fraser	5000	Granted		Need to draw down
Mushroom Trust	1000	Granted	Received	
Barrack Trust	1000	Granted	Received	

9.3

£40,000 received from anonymous trust towards Crieff regen project.
£16,405 received from Dior towards Crieff regen project.
£40,000 received from PKC towards Crieff regen project.
£2,000 received for Sculpture Trail from anonymous trust.

9.4

All promised fountain funding now in our account and awaiting draw down by PKC.

10. Leadership team / Governance of CCT

JF submitted board director papers in June but JW did not file with Companies House. JF appointed 28.11.24

JL has resigned as a director with immediate effect. **JW to remove from Companies House.** Thanks were expressed to JL for his role in taking forward the Regen group and picking up after DMC's departure.

JW shared decision to step down after AGM in June and AC at the end of 2025.

Discussion about how we can rebuild CCT for the future and where the organisation is going. Need to decide how we fill liaison role with Regen group/CCC/ PKC, running projects and supporting the smooth running of the Trust. Also need a fundraiser!

Need to build board up to 12 or so active members, each with a defined role.

Meeting in person to discuss way forward 11 December 10-12 am at CDC.

11. AOB

Next board meeting - Thursday 16 January on Zoom

Action	By