

CARRADALE COMMUNITY TRUST
Virtual Board Meeting via Zoom
Minutes 5 May 2021 1900

In Attendance:

Tony Leighton (Chair), Alasdair Bennett, Gordon Abernethy, Alan Walker, Malcolm Trott (Treasurer), Hamish Hunter, Ian McGhie, Margaret Richardson (Secretary)

1. **Apologies:** Jenn Lee, Jean Campbell, Johnny Durnan.

Minutes from the last meeting (21/04/21) were approved as correct and proposed by HH and seconded by MT. They will now be put onto the East Kintyre website.

2. Actions from last meeting: None

3. **Treasurer's Report:** MT had already circulated the April bank statement, showing the monies credited from the Scottish Land fund and monies paid out for the refurbishment of both the Shop and PO and The Network Centre. The deposit for the Network Centre has been received from the new tenant. He also sent out copies of the CCT Statement of Receipts and Payments Accounts for the period from 01/01/2020 to 31/12/2020 for the Board's approval so that they can be filed with the Office of the Scottish Charity Regulator (OSCR). Included with these were the Independent Examiner's Report on the accounts and the form showing the Administration details of the CCT (01/01/2020 - 31/12/2020) held by OSCR. With the change of the Chair, the previous Chair's address will require updating to that of the current Chair. The Board approved the documents.

4. **Governance Reforms/SMM:** MT has received a number of positive responses from people in the community about Constitutional reforms and also a few people have requested to attend the Special Members' Meeting on 19 May 2021 via Zoom. MT will send out Zoom invitations nearer the time to those wishing to attend. **ACTION:MT**

5. **DTAS Engagement, Grant Application and Long-range CCT Planning:** As JL was not present to update the meeting on the outcome of her application, it was decided to leave this section and discuss at the next CCT meeting.

6. **Trust Activities:**

A. **Shop and Post Office:**

The PO is working normally now and the shop refurbishment is nearing completion. The Building Control Officer has inspected and approved of the work undertaken.. Now awaiting an Electrical Certificate and a Completion Certificate. Once the Completion Certificate is received an alcohol licence can be applied for.

It is hoped that a transfer of the stock from the Temporary Shop can begin from the middle to the end of May with agreement of the Management Committee and subject to the shelving etc arriving on time.

The Board discussed the use of credit accounts with the shop but felt that this was unnecessary now that cards could be used to pay for goods. It was also agreed that local businesses would not receive special discounts.

A draft Employment Contract for both the Manager and the PO Assistant has been drawn up and the cost quoted from a local law firm. AW to liaise with JL to review this contract/advice from the lawyers. **ACTION: AW/JL**

AB showed 2 images for the shop and PO signage. One to be put in place on the stand outside where it currently says 'Gifts & Cards' and the other sign to go above the entrance covering the existing PO sign.

For the next meeting MT will provide an update of the spending for the shop refurbishment and the tarmac for the carpark. A quote has been accepted and the work will be done as soon as the contractor has finished his current job. **ACTION:MT**

B. The Network Centre: HH reported that much of the work in the Centre (Dottie's Cafe) has been completed with only the final electrical repairs and some plumbing still to finish. The Fire Officer has seen and approved the Fire Extinguishers, and the Smoke and Fire Alarms. Dottie's Cafe will be going live on 17 May 2021. Alan Milstead will lend the cafe a gazebo from the Harbour Group to provide shelter for outside seating.

C. Seneval/Bikes and Buggies: As discussed at the last meeting, Seneval is currently closed until a work party can be organised to clear the dumped garden waste. TL read out an email from the Secretary of the East Kintyre Community Council asking for a member of the CCT Board to attend their meeting Thursday 6 May 2021 to discuss the way forward in this matter. JL met with Ian Brodie to discuss the possibility of moving the Bikes and Buggies to the Wellpark area and at the same time to supervise the use of Seneval. TL will liaise with JL about the Bikes and Buggies.

ACTION: TL/JL

A general discussion followed as to the best way forward with no clear decision being made. TL offered to attend the EKCC meeting and to find a way for both groups to work together to resolve the issues with Seneval. Board agreed to defer any decision about the Bikes/Buggies until after the meeting with EKCC.

ACTION:TL

MT has had a volunteer offer to do a few hours at the site on a regular basis. MT will show them around so they can see what is involved.

ACTION: MT/TL

AB recommended using Social Media to highlight why Seneval has had to close and to ask for Volunteers and to stimulate some interest. The same message which is pinned up on the site could be used on Facebook.

MT informed the meeting that training on how to use the chipper had been sought but unfortunately a number of reasons including COVID had meant that the training did not take place. Most of the training on offer is not suitable for the type of chipper in use. Instructions on how to use it are on site and risk assessments have been carried out. Funding which was allocated for the training cannot be used for any other means.

AW left the meeting at 8.09pm.

D. Harbour: MT reported that AW and Alan Milstead had had a meeting to discuss the future of CHEL. AM is very focused on getting the slip straightened. The funds held by CHEL could possibly pay for the work required, but there have been problems contacting both Argyll and Bute Council and the Harbour Master to discuss what is required. Once the work is completed, the CHEL can be disbanded as the moorings and events (Canter and Harbour Day) could be run by CCT or another group such as the Tourist Group. MT commented that it doesn't make economic sense to keep CHEL for the small amount of money raised by the moorings as the running of CHEL as a limited company itself brings costs.

E. **Abbeyfield**: Nothing to report

7. **EKREG**: Nothing to report

8. **AOB**: HH wanted it minuted that TL should be thanked and congratulated on the huge amount of work that he has put into the refurbishment of the Shop and PO. The Board agreed that success of the work undertaken has been down to his sterling efforts and thanked him for his tireless commitment to the project.

Minutes of the last AGM - MT will forward the draft Minutes from last year's AGM to the Board.

ACTION:MT

9. **DONM**: 19 May 2021 following on from the SMM which will be held at 7pm.