

# Minutes of CCT Meeting

## June 21 at 7:00 in the Village Hall

In Attendance: Tony Leighton (Chair), Alasdair Bennett, Hamish Hunter, Ian McGhie, Jenn Lee, Roy Martine.

### 1. Apologies - Malcolm Trott, Margaret Richardson

### 2. Minutes of the Last Meeting

1. Approved, pending removal of update note at end.  
- *Action: MR*
2. Email from Shop Manager concerning previous meetings was noted and clarified.

### 3. Action Items from Last Meeting

1. Microsoft for Business/Google Workspace
  1. RM researched and recommends Google Workspace as being better for CCT. It requires no administrator and easier to share files via the Cloud. Trustees would also have individual, role-based email accounts which would obviate the need for using our personal accounts and allow for smooth handovers to future Trustees. He suggests we nevertheless also apply for Microsoft for Business to keep our options open. CCT agreed.  
- *Action: RM, TL*
2. Other actions covered in the items below.

### 4. Treasurers's Report

#### 1. Financial Report

TL/RM worked through Treasurer's report, discussing the four banking accounts and how best to simplify the spend approval process. AB explained the process used by EKWFT and all agreed to explore this whilst also assessing Virgin Money's dual signatory transaction verification process.

*-Action: MT, RM (+DWS) to explore and report back for decision.*

RM noted that CCT (and the MC) needs to clarify what it wants to audit and ensure that it receives the necessary reports to be able to meet its oversight function. JL noted that DWS will be coming to meet with Treasurer and MC on 7 July to help us set up appropriate procedures and reporting systems.

Trustees declared that they were extremely disappointed at the continuing delay by William Duncan in completing CCT annual

accounts, which is affecting all aspects of our planning, including our statutory obligation to hold an AGM.

- *Action: TL to write to Wm. Duncan asking for an explanation and giving them a deadline of 30 June for delivery.*

## **2. Planning for Replacement of Treasurer**

Trustees reviewed MT paper and RM revisions, which all approved. RM highlighted that PO changeover is not adequately covered yet.

- *Action: JL to ensure DWS have revised version of CCT Information & Functions document.*

Other related issues reported below.

## **5. Finance and Structure Review**

Trustees reviewed the Org. Chart provided by DWS. JL noted that Structural Reform Meeting is scheduled for 12 July, but as we are still awaiting a decision by HMRC, we are not able to fully pursue this. All agreed that the Finance Reform meeting on the July 7 takes priority.

- *Action: JL to email DWS and shift emphasis to finance review/reform and to community event planning (as below).*

## **6. Planning for Community Event/CCT 2022 AGM**

CCT agreed to move forward with 13 August for a community event, the purpose of which will be to progress the LDP, to launch the Community Fund and to recruit to the EKCC and CCT. Trustees agreed to invite local businesses, clubs and organisations to participate.

- *Action: JL to convene PG on Monday 27 June to start the planning for community event; JL to liaise with DWS to assist and deliver of the Survey results.*

## **7. Trust Projects/Assets Reports**

### **1. Shop & PO**

Manager's Salary Review - Trustees are consulting with the MC.

Three improvement projects for the shop are nearing completion. The ventilation system is now in place, though TL is fitting a controller next week and awaiting full certification by an electrician. CCT thanked TL for his continued hard work in improving the shop facilities and to MACC for providing the funding for this project.

The solar panels are now being installed, along with a TESLA power wall. Once installation is complete, this should assist

shop in lowering electricity costs and provide a back-up to protect tills, chillers & freezers and the PO during any power cuts. RM/JL noted that without the grant funding from Local Energy Scotland and match funding from Cour, the panels and power wall would not have made immediate sense as an investment. However, with costs now rising, this will prove a greater benefit to the shop than originally envisioned.

- *Actions: JL to complete reports to MACC and LES once both projects are fully completed.*

Finally, three benches are now in situ at the shop: two from Suicide Prevention at Police Scotland and one from the family of Duncan Murchie. At least one of the Police Scotland benches will be moved to another site in due course. CCT thanks Trish Collins and AB for getting this done.

- *Actions: JL to find out what the Murchie family would like written on an engraved plaque and report back to CCT.*

## **2. Network Centre**

Alasdair Tweedie, University of Stirling visited the Network Centre, accompanied by a surveyor from Bidwells. TL and AB reported on the visit and CCT awaits feedback from the Surveyor and UoS.

## **3. Seneval - Nothing to report.**

## **4. CHEL - CCT requested that CHEL declare a date for their AGM, which must precede the one for the CCT.**

- *Action: IM to ask CHEL to finalise its accounts and set a date for its AGM.*

## **5. Abbeyfield Trust - Nothing to report.**

## **6. EKREG/EKCF - AB expressed his disappointment with Argyll & Bute planning for going against its own guidelines and the interests of its communities by not objecting to 180 metre turbines at Narrachan. This precedent means that other developers will pursue higher towers, with some potentially requesting 230 metres.**

## **6. AOB - None**

## **7. DONM - 5 July 2022 tba**

**Meeting closed at 21:20**