

Carradale Community Trust  
Board Meeting  
Minutes 4 Aug 2021  
Village Hall 7pm

In attendance: Tony Leighton (Chair), Hamish Hunter, Johnny Durnan, Alan Walker, Alasdair Bennett, Jenn Lee, Margaret Richardson (Minute Secretary)

1. Apologies from Ian McGhie, Malcolm Trott and Jean Campbell. The Minutes from the last meeting, 17 June 2021 were found to be accurate and were proposed by JL and seconded by AW.

2. Actions from last meeting:

a). AGM: Date for AGM confirmed 1 Sep 2021 with a SMM being held prior to the AGM on the same evening. The constitution has to be formally adopted. Trustees resign at the AGM and those who have not been in post for 6 years can be re-elected. Anyone who has served for 6 years has to step down for one year before being eligible for re-election. HH submitted his apologies for non attendance.

AW to liaise with MT about the content and wording of the calling notice.

**ACTION: AW/MT**

b). Mooring recovered: Mooring has been recovered thanks to HH. There was some doubt about the requirement for a safety inspection certificate for the moorings. These moorings need to be safe to use. This is to be referred back to the Harbour Group for further investigation.

**ACTION: MT**

c). TL reported back that he was yet to receive a reply from Bikes and Buggies. The lease expires on 30 September 2021 when it will be terminated and the bikes and buggies revert back to CCT.

**ACTION: TL**

3. Treasurer's Report: In MT's absence, TL read out the report which had been circulated prior to the meeting. The bequest of £6,316.77 has now been received from the estate of Margaret Johnson and the CCT received an unexpected donation or grant from the Andrew Thin Trust of £5,000. This award was made in recognition of the achievements of the CCT in providing the community with the village shop.

The Shop continues to do well and is linked into the Xero accounting system. With the help of a new mobile phone the manager can access online banking to make supplier payments much more easily.

The transfer of the Postmaster role to the CCT took place on 12 July 2021 and training for the shop manager and refresher training for the Post Office assistant were provided.

Bank statements from 1 Jul 21 to 3 Aug 21 show a healthy balance.

#### 4. DTAS Engagement, Business Development Officer from DTAS and Grant Application for a Business Development Graduate from HIE:

These are two separate applications. JL reported that the CCT has been successful in getting the Development Officer from DTAS, although still awaiting the formal letter which will detail when this person starts or whether the CCT will recruit. Working 2 days a week, the officer will help the CCT Board members with Board transition, new constitution and developing the Local Development Plan into an action plan including help to put project management structures in place for projects like Seneval and anything else which would help the Board members carry out their duties and to encourage wider community involvement. AW to check with MT as to whether he has received the formal letter. **ACTION: AW**

The second application is to HIE for a Business Development Graduate to help with the infrastructure for motorhomes, tourers and caravans and the increased use of Route 66. JL stated that she wanted the application to be linked to the Net Zero infrastructure so Electric Vehicle points and solar panels for the shop would be specific projects which this person would be working on.

Both these posts would be for 2 years. TL thanked JL for her efforts.

#### 5. Trust Activities:

A. Shop and Post Office: MT with the shop manager and IMcG have been working very hard trying to get the shop systems in place. They are nearing completion but not fully in place yet and it is delaying the business plan which the CCT asked for. JL has drafted a business plan but cannot put actual numbers in as yet. She hopes the business plan will be approved by the CCT Board to take to the Management Committee. Until final figures from the shop systems are known, JL proposes this temporary business plan uses a guesstimate as to what the profit /revenue will be, for the rest of the year. She suggests using the figures from the temporary shop which would be a minimum as the new shop is running three to four times higher and would therefore the target would definitely be reached. The business plan with costings and projected revenue will provide a focus and benchmark to aim for. The end goal at the end of the two years is to lease the shop with the CCT being the owner and landlord of the shop and the lease will be subject to the CCT's terms. The profit required will need to be enough to provide a future tenant with a suitable return. There was some discussion about whether volunteers would be required once a tenant takes over. JL has put in a grant application for an extractor fan to be installed in the shop to reduce the heat created by the freezers and fridges. TL thanked JL for all her work with the business plan.

B. The Network Centre: Dottie's Cafe is doing very well, so well they need to have an assistant. HH to investigate a pothole on the road up to the carpark and will purchase a bag of coal tar to fill it up. **ACTION: HH**

The Summer Exhibition at the Heritage Centre is now open and will be on display until 17th October, after which it will be stored at Campbeltown HC. It was agreed that a request be made for the return of the winch which used to sit in front of the Wheelhouse and also the wheel from the Wheelhouse. JD will speak to Alan Milstead. **ACTION: JD**

C. Seneval: There was discussion about recent use of the chipper machine and it was decided to send a letter to the three key holders informing them not to lend their keys out to anyone wanting to use it. **ACTION: TL**  
The major concern is the lack of training. JD has agreed to contact the trainer who offers a 1 day course for 5 people and will speak to the people who have shown an interest in being involved. Seneval will remain closed until people have been trained. **ACTION: JD**

D. Harbour: Nothing to report

E. Abbeyfield: Nothing to report

F: Net Zero Infrastructure: already mentioned in Section 4

6. EKREG: Awaiting developments, with regards to Community Shared Ownership and Beinn an Tuirc 3.

7. AoB: Renewal of Community website is coming up. TL proposed the CCT makes the same contribution as last year as the cost has not changed. CCT Board agreed.

JD updated his email address.

MOWI and the Community Benefit Funding - AW will check when it is due

**ACTION: AW**

8. DoNM: 25 August 2021 7pm Village Hall. Meeting will be to discuss AGM business only.