



COLLIESTON & SLAINS COMMUNITY TRUST
3rd Annual General Meeting
30 May 2008

Present: Steve Rainey, Fiona Chaplain, Vicky McNiff, Bibi Rainey, Ellie Ingram, Ken Ingram, Susan Somner, Peter Somner, John Carter, Lewis Cowie, Craig Leuchars, Alan White, Trish Davidson, Shirley Beattie, John Easton, Viv Easton, Lesley Stewart, Robert Wood, Sarah Wood, John Allan, Alison Allan, Peter Robinson, Trish Robinson, Councillor Rob Merson, Councillor Isobel Davidson, Parliamentary Candidate Richard Thomson
14 proxies submitted
Apologies received from Neil Ironside

Steve Rainey chaired the meeting and welcomed everyone to the 3rd Annual General Meeting of CASCT. He reminded everyone that this was a formal business meeting which is a legal requirement of the Company.

Directors' Report by Chairman Steve Rainey

Since the last AGM, project progress has been slow due to delays in purchasing the Rivie. However, there were a number of notable achievements during the year, including:

- Holding a successful 2nd public Architectural Workshop with Reiach & Hall (11 August 2007) at which the design concept was agreed
- Sought and obtained approval in principle from Planning and Roads Departments for the design concept and access to the site, respectively
- Awarded £2000 by Aberdeenshire Council for production of the Collieston booklet – March 2007
- Awarded £1000 by Aberdeenshire Council towards the cost of the Architectural Competition – August 2007
- Awarded £1504 from Communities Scotland for Dimensional Survey of existing hall and schoolhouse – March 2008
- Resolved legal issues concerning the Rivie purchase; a concluded bargain was finally confirmed on 27 May 2008
- Draft Briefing Pack for funders prepared

With respect to our finances, our Accounts show an operating surplus for the year and we have sufficient funds to cover future known outgoings.

Other activities have been carried out in furtherance of our objectives, including:

- Establishing Architectural, Business Plan and Communications workgroups with membership beyond the core Committee
- Obtaining letters of support from the First Minister, our MP & MSP
- Holding meetings with local Councillors, with support offered
- Community was represented by Amenities and CASCT at East Coastal Partnership Seminar in September 2007, presenting best practice in developing a community website
- Attending AVCO Funding Workshop, October 2007
- Attending SCVO Village Halls Summit in Aviemore, February 2008
- Creating an Online Shopping facility to generate income via the Community website

Of the above activities, I'd like to focus on 2 to provide some context and detail that may not be widely known:

Progress Towards Rivie Purchase

The legal process around buying the Rivie has been very complicated and it has taken both time and significant effort on Sheila Ritchie's part to progress at all. The following points give an indication of what's been involved so far:

- A review of Title Deeds and Land Certificate for Slains Estate revealed that part of land we needed didn't appear to be owned by Slains Estate
- We therefore initiated a private search with Millar & Bryce, but they too were unable to identify a specific registered title
- We then entered into correspondence between the 'Keeper of the Land Register' and our lawyer, which concluded that there was a 10% chance that the Keeper will not guarantee the title against all eventualities
- This risk can be mitigated by taking out a one-off defective title indemnity insurance policy for a premium of just £160
- Protracted negotiations on specific clauses in the missives have been ongoing for months, but all issues have now been resolved.
- Following an intervention at director level, I can confirm that as of 27 May, we have a concluded bargain.
- As both parties are now legally bound, we can move forward with the project again.

2nd Architectural Workshop

The following key decisions were agreed at the workshop:

- The building is roughly in the right place, with the right orientation
- The approach to the building will be from the north with car parking along a gentle curve
- The building will be 2-stories with a pitched roof and built into the Rivie
- The entrance, nursery and storage areas will be located on the lower level
- A meeting room, cafe, main hall and storage will be located on the upper level
- There is to be a 'core' containing stair/lift and WC's on both levels

Subsequent to the workshop, Planning & Roads Departments have agreed in principle that:

- The proposed development and location of the building on the Rivie site is acceptable
- Retaining the existing village hall and schoolhouse and converting them to provide accommodation is acceptable
- The proposed access to the new and existing buildings is acceptable

In summary

This has been a slow year but with progress in certain areas and momentum is building. Thanks once again are due to Sheila Ritchie, our lawyer. I'd also like to acknowledge the help, support and encouragement I've received from my fellow CASCT Directors and Committee members during the year; once again their efforts on your behalf have been significant yet largely go unnoticed. We continue to work on behalf of the community to make this project a success. We share a passion that our community could be even stronger than now, and that we can, and should, be a beacon of community spirit for the North East of Scotland. We are about to embark on a very busy year raising funds for the project; please support us wherever you can. Thank you for listening.

Statement of Accounts - Year ended 29 February 2008

by Treasurer Susan Somner

Ritson Smith, CASCT's accountants, have produced a Financial Statement for the year ended 29 February 2008. This document will be submitted to Companies House, the Inland Revenue and OSCR (Office of the Scottish Charities Regulator). It will also be available online and a copy can be obtained on request. I have produced a simplified version of our income and expenditure for the purposes of this meeting. It is worth pointing out that the history of transactions does not correlate exactly with the financial statement from Ritson Smith as accounting procedures require some figures to be reported differently. It is purely a record of what has passed through the bank account for the period.

The balance in the bank at the beginning of the financial year – 1 March 2006, was £18,186.43.

Our income for the year came from calendar sales, grants received, the sale of artwork at the Dolphin Gallery at the Gala and commission from our webshop. We received two grants during the year. The first was from the Aberdeenshire Council for the production of the new Collieston booklet, which was a joint venture with Amenities. The grant of £2000 covered the printing costs. The second grant, from Formartine Area Committee, Aberdeenshire Council, was in respect of expenses incurred during the Architectural Competition in December 2006.

The profit made last summer from the Dolphin Gallery was £1479.03, which added to that of last year's profit gives a total of over £3300 which is being held in the CASCT bank account but is specifically to go towards pier maintenance.

The Calendars this year netted a profit of £2814.59 and next year's edition is currently at the printers. This is proving to be a good regular income generator, and we must thank Colin for his tireless enthusiasm, Ken and Jack for their assistance with photo selection and the sponsors – without whom the calendar could not happen.

As we are a charity, we are eligible to receive interest on our bank account. Of the £1328.27 that we received this financial year, £806.79 related to the previous year - 2006/2007. This was backdated to when our charitable status was confirmed – February 2006. We now receive interest paid monthly into the account, but still have to pay bank

charges as it is a business account. The credit interest does, however, far outweigh the charges.

Most of the expenditure during the year relates to income generating activities – calendar and Dolphin Gallery sales. In addition, we renewed our membership of DTAS (Development Trust Association Scotland) - the national body for development trusts in Scotland for a fee of £60 per annum, and we paid a fee of £64.63 for the hosting of our website.

Ritson Smith charged us £1292.50 for professional fees, but have assured us that in future their charges will not be more than £800 plus VAT. The higher charge this year was due to setting up and retrospective work that needed to be done.

Petty cash was used for postage, miscellaneous stationery and provisions for meetings. Expenses are comprised of mileage to attend conferences, computer consumables and provisions. Most printing has been done free of charge at BP saving CASCT considerable expenditure.

Over the whole year we took in £4938.25 more than we spent, and this is reflected in the closing bank balance of £23,124.68 at 29 February 2008.

Questions:

Q. Why is money being held for the pier?

A, Money for the pier is held by a number of bodies - CASCT, Amenities and the Harbour Trustees. Councillor Isobel Davidson informed the meeting that she was now a harbour trustee and would be holding a meeting to consider how best to manage the funds.

Chariman Steve Rainey asked the meeting to accept the accounts as a true representation of activities for the year. A show of hands confirmed this.

Reappointment of Directors

No new nominations for Directorship were received by the deadline of close of business 23 May 2008. In accordance with the Company's Articles of Association, the following directors retire by rotation, and being eligible, are deemed reappointed:

- Steve Rainey
- Vicky McNiff

Current Directors of CASCT are:

Shirley Beattie, Vicky McNiff, Steve Rainey, Pete Somner, Alan White

A.O.C.B.

No notice of questions were submitted to the Company Secretary by the deadline of close of business 23 May 2008, so that concluded the formal business of the meeting.

Next Steps for the Project

Now that the Rivie purchase was confirmed, it would be possible to take the next steps on our journey to a new community centre and social enterprise:

- Finalise and submit Outline Proposal to Big Lottery by the 1 August 2008 deadline
 - BL will respond within 10 working days – ‘maybe’ or ‘unlikely’ to fund
 - If ‘maybe’, we will have ~6 months to submit our full application by the deadline of 1 December 2008 deadline.
 - BL will consider our application and respond within 4 months
- 3rd Public Architectural Workshop
 - Timing - Probably July/August
 - Objective - to reaffirm design and orientation
- Work up other funding applications in parallel e.g. SRDP, BL Investing in Ideas
- Community Consultation Meeting on Business Plan, probably in August/September
- Finalise Business Plan with professional support from Big Lottery
- Submit Full Application to Big Lottery
- Obtain Planning Permission
- Secure Transfer of Ownership of existing buildings and site to CASCT
- Communication

As there has been little to communicate of late, we haven't (communicated). When we have something to report we will do so via:

- Hardcopy distributions
- Colliestononline.org
- CASCT Clinics
- User Group and CASCT interface meetings

Question & Answer Session

Q. Does the community have to raise a percentage of the cost of the project?

A. Yes, it does. When the current hall is transferred to us, this will count as matched funding. We may also have to do additional fundraising on behalf of CASCT in the next two years or so. The current estimated project cost is £2.3 million. The capital cost should not necessarily worry us so much as whether we can sustain the building into the future. The business plan will show this and potential funders will not back our project if they are not convinced of its sustainability.

Q. If the Big Lottery doesn't back the project, then will there be more onus on other funders?

A. If the Big Lottery fail to back us then we will have to take stock and consider whether we can progress the project with a combination of other funders. It would undoubtedly be much more difficult. We will know by March 2009 at the latest whether the Big Lottery will support us.

Viv Easton thanked all CASCT members for their efforts on behalf of the community and this was supported by the meeting. Steve thanked the Councillors for coming and showing their support.

Minutes: Fiona Chaplain