

COLLIESTON & SLAINS COMMUNITY TRUST
MINUTES OF MEETING
17 MARCH 2008



Present: Susan Somner, Vicky McNiff, Steve Rainey, Peter Somner,
Trish Robinson, Elizabeth Hay, Alan White, Craig Leuchars, Neil Ironside

Apologies: Fiona Chaplain, John Allan

Chair: Steve Rainey

1. Minutes of the last meeting

Minutes of 18 February 2008 meeting:

Proposed by Peter Somner
Seconded by Vicky McNiff

Approved by the Committee

2. Outstanding Actions

Action 2.1: CASCT notice board for outside existing community centre – **Closed**. Preference for wall mounted notice board as opposed to free standing. Neil was unable to obtain a quotation from Aberdeenshire Council. However, Susan had a contact about a manufacturer of weatherproof notice boards and will follow up separately.

Action 2.2: Minutes from User Group Forum meeting (held 26 March 2007) – **Open**. Steve has nearly completed a revised version of John Hitchcock's notes of the meeting, and will use this as a basis of talking to Mairianne.

Action 2.3: Big Lottery Pre-qualification funding application – **Open**. Submission is pending confirmation of Rvie purchase. Application form has been finalised along with supporting documentation.

Action 2.4: Heritage items for inclusion within the new community centre. A list of items (and space requirements) that could be included should be compiled – **Closed**. Elizabeth is to compile a list of the potential heritage items to allow the required space to be defined. Rear Admiral Steve Ritchie has donated his father's Burns Medal to the community. It will stay in his possession for the time being.

Action 2.5: Latest design concept user group feedback forms – **Closed**. Communications Work Group to summarise feedback forms received from various user groups and distribute findings to Business Plan Work Group and Architectural Work Group prior to next public architectural workshop. Forms have been returned from Play Group and the WRI. However, given the time since the last workshop, we have lost momentum and it would be difficult to reengage other people in providing feedback. Consequently, this action has been put on hold until such time as we have held the 3rd public architectural workshop.

Action 2.6: Project funding – **Open** – Reiach & Hall had previously advised they have a contact in Edinburgh who is involved in Heritage Lottery Fund procedures (both in making and assessing applications). This contact is also extremely knowledgeable on other sources of funding available to community projects such as ours. They provide management consultancy services working with national, regional and local organisations in the public, private and voluntary sector. Their particular expertise is in preparing option appraisals, feasibility studies, business plans and external funding applications for capital development projects. Accordingly Steve made contact with Paul Jardine from Jura Consultants (www.jura-consultants.co.uk). He confirmed that he would be happy to review our Big Lottery Pre-qualification funding application prior to submission. Jura Consultants also indicated that we should definitely resolve any

