

COLLIESTON & SLAINS COMMUNITY TRUST
MINUTES OF MEETING
19 MAY 2008



Present: Susan Somner, Vicky McNiff, Peter Somner, Trish Robinson, Craig Leuchars,
Fiona Chaplain, John Allan

Apologies: Steve Rainey, Alan White, Elizabeth Hay, Councillor Debra Storr

Chair: Peter Somner

1. Minutes of the last meeting

Minutes of 21 April 2008 meeting:

Proposed by: Vicky McNiff
Seconded by: Fiona Chaplain

Approved by the Committee

2. Outstanding Actions

Action 2.1: Project funding – **Open** – Paul Jardine and Claire McNeill from Jura Consultants (www.jura-consultants.co.uk) have provided feedback which will now be incorporated into our Outline Application.

3. Actions from the last meeting

Action 3.1: Tax Return – **Open** – John Laing at Ritson Smith has confirmed that the tax return has been prepared but there are one or two things that he needed to check with regard to CASCT as a charity before the return is submitted.

Action 3.2: - Gordon Rural Action Database – **Closed** – Steve Rainey met with Wendy Smith on 22 April to complete the Gordon Rural Action Database questionnaire as far as possible. Final details were managed with a follow-up email.

4. Work Group Reports

4.1 Architectural Work Group

Nothing to report

Action 4.1.1: Vandalism/damage to Hall & Schoolhouse - **Open** – Neil to inform the Clerk of Works in Aberdeenshire Council.

4.2 Business Plan Work Group

The Big Lottery Outline Application still on hold pending confirmation of the Rivie purchase. Ways of communicating the business plan to get feedback and buy in were discussed with the favoured solution being a presentation run over a couple of sessions, say an evening and a Saturday afternoon where people could informally discuss the various aspects of the plan.

Action 4.2.1: Funders Information pack – **Open** - Alan to review

It was agreed that we should hold a public Business Plan Workshop once we had concluded the purchase of the Rivie, had positive feedback from the Big Lottery Outline Application and held a third public Architectural Workshop-

The Work Group recommends that we consider investing in a renewables project in order to create an additional and sustainable income stream. This was approved by the committee.

Action 4.2.2: Renewable Energy – Open - Peter to ask John Hitchcock if he would be prepared to take exploring this on board.

4.3 Communications Work Group

The notices for the AGM have been labelled, posted and delivered on time. It was agreed that more planning for this activity was needed for future distributions.

Action 4.3.1: Blether Update – Open – Alan to prepare a draft update assuming conclusion of Rivie purchase and positive feedback on the Big Lottery Outline Application.

5. Rivie Purchase

Still not completed. The delay is believed to be at the Estate's solicitors, Burnett and Reid. Peter proposed that he and Steve approach Burnett and Reid and strongly press the case for an immediate completion of the sale of the Rivie. The Big Lottery deadline of 1st August is getting perilously close and any further delays in the completion of the sale will put our ability to obtain Big Lottery funding in jeopardy.

Action 5.1: Steve to discuss appropriate action with Sheila Ritchie.

6. Treasurer's Report

Susan reported that the current balance of the account is £25,325.66

7. Any Other Business

Arrangements for the forthcoming AGM were discussed. CASCT's constitution sets a quorum for the AGM at 10% of membership which is estimated to total about 300 Collieston and Slains residents. As proxy votes count towards a quorum, members who can not attend the AGM should be encouraged to lodge their proxy votes with the secretary. It was agreed to recommend the reappointment of Ritson Smith as CASCT's accountants for another year.

Action 7.1: Company Secretary – Closed – Steve wrote to Grant Smith Law Practice stating that we would like Sheila Ritchie to remain as our Company Secretary.

Action 7.2: Skittles during Gala – Closed – Steve emailed all members of the Amenities Committee on 17 April offering the help of CASCT committee members in running the skittles during Gala Week, both on Skittles Night and on Gala Day. We await a response.

Action 7.3: DTAS Membership – Open – the committee approved renewal of our subscription to Development Trusts Association of Scotland. Susan to renew our membership of DTAS.

8. Date of Next Meeting

19:30 on Monday 16th June 2008 in the Hall.

Minutes compiled by: John Allan

Minutes approved at next meeting:

Date: 19th May 2008

Proposed: Susan Somner

Signature: 

Seconded: Patricia Robinson

Signature: 