

**COLLIESTON & SLAINS COMMUNITY TRUST
MINUTES
MEETING 19th March 2007**

Present: Fiona Chaplain, Susan Somner, Roderick Junor, Craig Leuchars, Neil Ironside, John Hitchcock, Steve Rainey, Pete Somner, Elizabeth Hay.

Apologies: Vicky McNiff, Alan White

Minutes Secretary – Roddy Junor

1. Discussion on Minutes of 26 February 2007

Three of the items in the proposed Minutes were discussed further and clarified. These related to the results of the Architectural Competition ballot, the update from Slains Estate and the Collieston booklet. With these modifications, the Minutes were proposed by John Hitchcock, seconded by Sue Somner and agreed by the Committee.

2. User Group Meeting

The external facilitator (Marie-Anne MacDonald) had suggested that it could be helpful for Committee members to meet with her prior to the User Group Meeting. This was accepted by the Committee, and John was to set up a mutually convenient time.

The timing of the User Group Meeting remains uncertain. In the meantime, John is to issue a note to all user groups and parties advising them that the meeting has been postponed and will be rescheduled in due course.

John then led a discussion on a possible Agenda for the User Group Meeting. His proposal (Appendix 1) was developed from feedback that he had received from informal discussions with a dozen or so representatives of the community and user groups.

Under discussion of the 'Where are we with new hall?' topic, the following issues were highlighted:

- Steve will use posters of the Project Triangle and Arrow as a means of communicating current status. See Appendix 2 for details.
- As far as the BIG Lottery is concerned, what distinguishes the CASCT project from other village hall projects is having a sustainable social enterprise.
- The Business Plan Workshop in March 2006 confirmed Collieston's unique situation and ability to provide a sustainable social enterprise by provision of respite care / holiday accommodation, meeting room and function facilities. Attendees at the Public Meeting on 26 January 2007 also confirmed that local businesses would be likely to support such facilities.
- There is a real need to push the project forward as funds will become scarcer in 2009 when funding for the London Olympics will become the main focus of the Lottery and government bodies.
- About 2 days of work needs to be done to complete the outline application to the Big Lottery.
- We need to remember that as soon as we get a positive response on our outline application to the Big Lottery, we only have six months to complete and submit our full application.
- The Architectural Brief was developed on the basis of feedback from the community via various user group meetings and workshops.
- The existing hall is under the Community Education department of Aberdeenshire Council, while the house falls under the Estates department of Aberdeenshire Council.

Under discussion of the 'What are the best ways for the community and CASCT Committee to communicate' topic, the following issues were highlighted:

- Implementation of informal clinics was suggested as an excellent way of facilitating dialogue between CASCT Committee and the community, particularly for those uncomfortable with larger public meetings.

- At the appropriate time, it will be essential to encourage others with the right skills to join work groups to progress aspects of the business plan and of funding applications. This will help to decrease the work load on some committee members.
- Interface meetings between the various user groups and the CASCT Committee were suggested as another means of ensuring good communication. Each user group will be asked to appoint a representative to liaise and work in conjunction with CASCT.

Under discussion of the 'How will we work with the architect' topic, the following issue was raised:

- We should approach Reiach and Hall about their expectations and experience of working with communities. Their ideas need to be incorporated into the agenda for the Architectural Workshop. Also, they need to be prepared to discuss the suitability of the Rivie site for building a new hall.
- We need to think carefully about how to communicate the output from the Architectural Workshop and how to seek feedback on the resultant revised design concept.

Under discussion of the 'What is the way forward with the Rivie' topic, the following headings were suggested for discussing with the user groups:

- Terms
- Pros & Cons
- Risks and Mitigations
- What if scenarios

Details of these are provided in Appendix 3.

3. Treasurer's Report

- Balance as of 28/2/2007 = £18,228.46
- Sue discussed the situation re honorariums – 2 architects (Studio KAP and Sarah Hare) have charged VAT. Ian Baker of Ritson Smith (our accountant) has advised that we need not pay. Sue will advise the architects accordingly by formal letter.
- Amenities have provided a cheque for £2000 to cover the invoice paid by CASCT for the printing costs of the new Collieston booklet. Steve to draft a letter of thanks to the Community Development Group in Aberdeenshire Council enclosing a copy of the booklet.
- 2007 Calender has made a profit £2962.28, slightly less than 2006. Slightly increased sales were negated by the higher production costs associated with 1500 calendars. The proposal is to produce 1000 copies of the 2008 calendar. Full sponsorship for this is already in place (including 1 from Amenities). Thanks to Bibi and Sue for securing this and also to Colin, Ken and Jack for organising the selection of photographs.
- Charitable Status – the bank confirmed that they could refund charges or make arrangements for interest to be paid on the account backdated to when we became a charity (~£700).
- Accounts currently at Ritson Smith for auditing.

4. AOB

- GK email of 19/3/2007. It was noted that Jack Page had tendered his resignation from the CASCT Committee and it had been accepted. We agreed to draft a letter to GK restating CASCT's position on recent events. This would be checked by Sheila Ritchie and Steve would then hand-deliver it to GK.
- Craig Leuchars offered to resign from the CASCT Committee if it would help to resolve matters in the community. He was thanked for making the offer, which was not accepted.
- Neil Ironside has found funds from the community budget for installing a fire escape in the hall. This will ensure that the hall conforms to new safety regulations and we can continue to obtain a performance license. CASCT thanked Neil on behalf of the entire community.
- John advised that Nora Harper was helping to update the list of residents within Slains Parish.

Meeting closed at 10:35 p.m.

Date of Next Meeting: Monday 16 April 2007

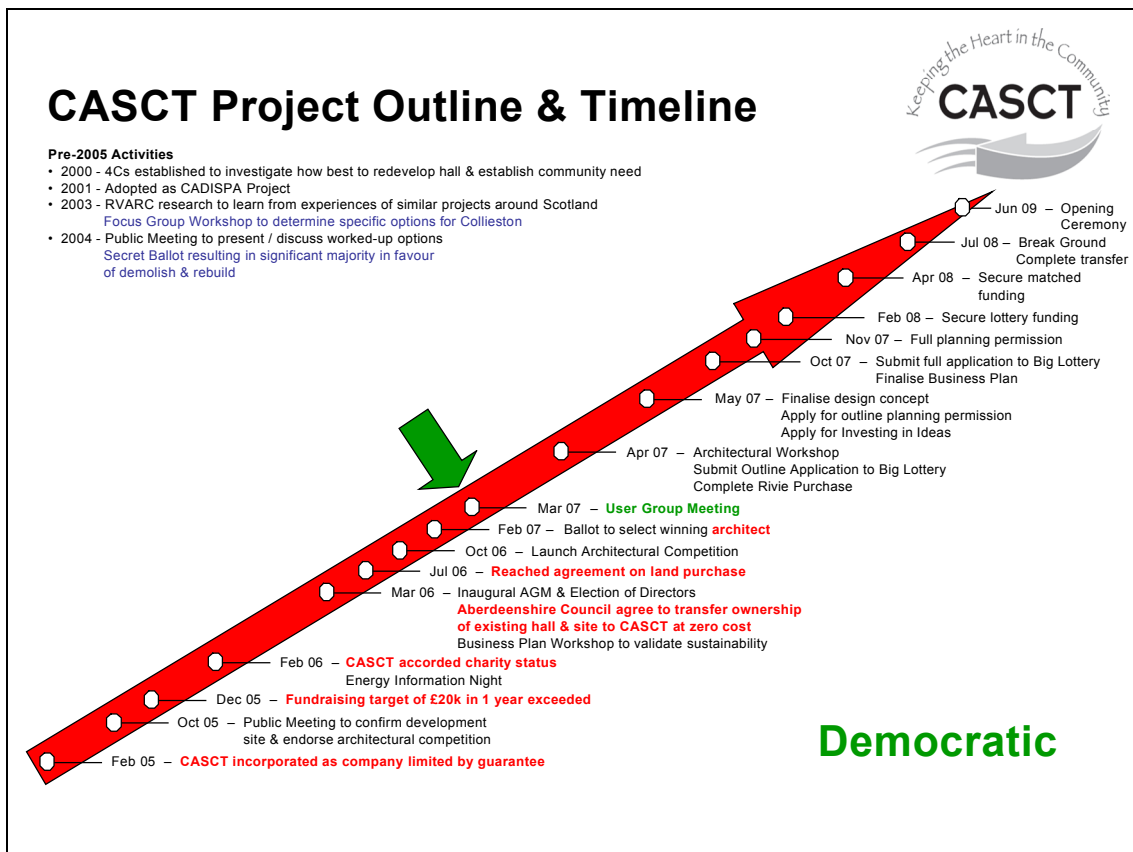
Appendix 1

Agenda for User Group Meeting

- Introduction
 - Why are we here?
 - Format of meeting
- Where are we with the new hall?
- Burning Issues – select topic for Workgroup Session 4
- Work Group Session 1
 - What are the best ways for community and CASCT Committee to communicate?
- Work Group Session 2
 - How will we work with the architect?
- Coffee / Tea break
- Work Group Session 3
 - What is the way forward with the Rivie
- Work Group Session 4
 - Topic chosen earlier in meeting
- Feedback
- What next

Work Group Sessions to be facilitated by Leslie Stewart, Shirley Beattie, Pete Somner, John Hitchcock. Members of each Work Group to be selected by Fiona and Sue, based on those turning up at the meeting.

Appendix 2



Appendix 3

Rivie Purchase - Terms



- £5000 plus legal fees
- Offer is all Rivie or nothing
- Slains Estate to preserve development rights via development security (100% clawback in perpetuity)
- Terms are not negotiable unless we wish to offer more for the Rivie

Rivie Purchase – Pros & Cons



Pros	Cons
<ul style="list-style-type: none">• New building optimally sited• Allows part or all of existing building to be preserved → safety net for project and allows playgroup use during build• Provides car parking at hall• Prevents future development of Rivie by 3rd party• Opens Rivie for community use	<ul style="list-style-type: none">• Exposes CASCT to potential liabilities:<ul style="list-style-type: none">– coastal path erosion– landslides– maintenance

Rivie Purchase – Risks & Mitigations



- Escalating legal fees
 - Sheila Ritchie to monitor Slains Estate fees; hers are fixed at ~£450
- Liabilities:
 - Land slips etc. – public liability insurance
 - Maintenance – none needed based on last few years (except for coastal path)
 - Coastal path erosion – public liability insurance / work party / include in scope of works for project / investigate funding options
- Uncertain boundaries leading to disputes etc.
 - If the Register grants title then there is no issue. Common Law states that those lower on a hill must support those higher up.
- Not buying Rivie
 - Being limited to existing site could compromise sustainability and limit outdoor space (garden area and parking) – buy the land
 - Slains Estate keen to sell to another party, presumably for development - buy the land and prevent future development
- Not making the decision to buy in time
 - Slains Estate may lose patience and push to market the Rivie

Rivie Purchase – ‘What if’ scenarios



- Building activity on the Rivie causes a landslide onto property below
- Somebody gets injured on subsiding coastal path
- A landslide on the Rivie envelops a property
- If project isn't sustainable, and if part or all of existing buildings are preserved, could sell house to generate income