

ISLE OF LUING COMMUNITY TRUST

Registered Charity SC036441

Minutes of the Meeting held at 23 Cullipool on 4 Nov 2012 at 0900

Present

J Robertson(Chair), N Bissell(Vice Chair), P Hooper(Sec), A Fleming(Treas),
N Dyckhoff, E MacLachlan

		Action
1	Apologies There were no apologies.	
2	Minutes The minutes from the meetings held on 20 May and 22 July 2012 were read and adopted	
3	Matters Arising There were no matters arising	
4	Treasurer's report The balance of the main Trust a/c on Sep 25 th was £21244. The two new accounts are now open. The BLF a/c is used exclusively for the Big Lottery funds and the Project a/c for the other funders and donations. The signatories for the new accounts remain with the Treasurer, Vice Chair and the Secretary in accordance with the new Bank of Scotland regulations. The Treasurer reported that the PayPal account was working well for donations and Buy a Slate. Payments from abroad through the "Donations" button are transferred internally to the Trust account. NB proposed that Resolution 1 (see attached) be passed, seconded by JR and agreed. Transfer of funds – AF reported that £17k will be transferred from the Main a/c to the Project a/c and this comprises the grant from Bord na Gaidhlig, donations and the proceeds from Buy a Slate.	
	Big Lottery lead-in payment – AF said that the Building Warrant and professional fees should be considered in addition to updating the cashflow figures. Loan facility – JR proposed that Resolution 2 be passed, seconded by E MacL and agreed. The Triodos and Charity banks are "ethical" banks. ERDF award – AF said that no official confirmation of the award had been received to date.	

		Action
	<p>CCF award – the grant acceptance letters had been signed and returned.</p> <p>HIE application – the project is to be granted “account managed” status. HIE have agreed to part fund the Project Manager post as full-time for two years, this is match funding with Big Lottery.</p> <p>Accountants authority - Ainsley Smith have changed their terms and conditions in acting as accountants to the Trust. ND proposed that Resolution 7 be passed, seconded by E MacL and agreed.</p>	
5	<p>Review of the appointment process for the Architect and Quantity Surveyor In light of the modified plans for the Centre since the original design and the time that has elapsed since the appointments it was felt that a review of this process should be carried out. AF and PH will look at this and report back</p>	
6	<p>Centre Planning Group Advisor to the Board - JR proposed that Resolution 3 be passed, seconded by E MacL and agreed. Open information event - It was agreed at this event on the 30th November to ask for ideas for events at the Centre and volunteers to be on the Planning Group. NB said that ideas from the community for fundraising had been received.</p>	
7	<p>Project progress Building Warrant – a meeting with the Architect and QS has been arranged for Tuesday 8th November and AF proposed that Resolution 5 be passed, seconded by JR and agreed.</p> <p>Tender documents – the Architect will draw up the necessary documentation and these will be reviewed by the Argyll and Bute Council procurement team before submission.</p> <p>Project Manager advert – it is hoped that the advert can be updated and distributed during December with interviews planned for January or early February.</p> <p>Changes to the Trust constitution – it is one of the BLF requirements that the changes are necessary to the Constitution and NB proposed that Resolution 6 be passed, seconded by JR and passed.</p>	

		Action
	<p>Wayleaves – it was agreed that the Trust would speak to Shane Cadzow and the neighbouring households about access for the services necessary for the project.</p> <p>Bord na Gaillig – NB has contacted the Bord to ask if an extension to their award time limit could be granted and to ask for advice about sourcing the necessary translations.</p> <p>Centre construction liaison group – it was agreed to set up a separate group to deal with any problems that arise during construction and to report back to the Board.</p> <p>Membership communication – draft notices and updates will be drawn up for release after confirmation of the ERDF award.</p>	
8	<p>Any other competent business</p> <p>The future of the Island Post Bus – a meeting is to be arranged between Argyll & Bute Council, Royal Mail and the Community Council. The Board agreed to support the Community Council in their efforts to secure the future of the Post Bus.</p> <p>Creative Scotland – NB reported that a successful Story Telling evening had been staged in Cullipool Hall. The History Group will look into the possibility of a follow-up event focussed around local families.</p>	
9	<p>Date of next meeting</p> <p>The next meeting is arranged for 0900 on Sunday 2nd December at 23 Cullipool</p>	