



Board Meeting

DATE: 5th March 2018, 7.30pm

VENUE: Applecross Community Hall

Attendees

Owen Kilbride (OK) (Chair), Valerie Hodgkinson (VH), Roslyn Clarke (RC), Nick Goldthorpe (NG), Henry Robertson (HR), Alison Macleod (AM)

Apologies

Absentees

Zuzana Vojackova (ZV), Jill Olsen (JO), Daniel McCowan (DC)

Minutes Prepared by

Roslyn Clarke

Previous minutes	ACTIONS
Not discussed. Previous minutes still to be issued.	RC
Matters Arising	
<p>1. LDO FUNDING</p> <p>OK said HIE have requested a 10% contribution towards the LDO funding for the upcoming year. AM said this is approximately £3,000. NG questioned if there was enough funds to cover this. VH suggested a smaller contribution if 10% not achievable. AM noted that 10% was a very small contribution in comparison to other communities' LDO funding.</p> <p>OK questioned when Applejuice investors could opt out. AM said earliest would be Dec 2018. OK noted this could be a risk to ACC funds.</p> <p>Ian from HIE has requested a meeting with the board to discuss this. OK to arrange for Mon 12th March. No decision was made on LDO funding contribution, OK to discuss with Ian to see if there is any movement on this.</p> <p>AM noted that ACC should receive payments this year:</p> <ul style="list-style-type: none"> - ATC approx £3,000 for Petrol Station rental - Applejuice to start payments this year, in range of £30,000. <p>OK questioned the £18,000 debt from ATC. NG said this is a nominal rent to be paid from ATC to ACC for Petrol Station Rent. It is believed this is beneficial for tax reasons. NG to request statement from accountant to clarify this.</p>	<p>OK</p> <p>NG</p>

<p>Ian from HIE requested ACC projects outline for 2018/19. AM provided project information for board review (emailed to board 05/03/2018). AM to add budgets to projects where possible. VH to provide price for new ACC website.</p>	<p>AM VH</p>
<p>OK noted it is difficult to provide future project outlines before Community Survey completed; however HIE require outline for LDO funding to be approved. OK to discuss Project Outline with Ian.</p>	<p>OK</p>
<p>2. FORUM MEETING Forum Minutes (Draft) were reviewed. 3 actions were noted for ACC.</p>	
<p>2.1 Housing</p>	
<p>OK said Applecross Trust is to make 2 sites for sale at Keppoch, at £75,000 each. The sites are relatively small and not suitable for a number of houses. AM suggested Planning Aid Scotland (PAS) for housing feasibility study.</p>	
<p>HR asked if Applecross Trust will offer plots to ACC. OK asked if we can access land fund money. AM said a grant could be accessed, but a business plan would be required; however affordable housing may not be feasible with small plots.</p>	
<p>AM to get quote from PAS for a review. AM asked what the board would like this to include. Board agreed the review to have a wide scope, not just the 2 sites at Keppoch. Suggestions for the review to include:</p> <ul style="list-style-type: none"> - Land for housing (affordable, self build, etc) - Land for community hub, workshops - Review of many sites - large/small and in different areas of Applecross. <p>The board questioned what exactly is “affordable housing” for Applecross. AM to ask advice from PAS.</p>	<p>AM</p>
<p>AM noted she is to meet Drew Slack McFarland 13th March to discuss housing.</p>	
<p>NG questioned the price of the Trust plots for sale (£75,000). NG to seek advice from OSCR as to what value these should be set at.</p>	<p>NG</p>
<p>OK suggested ACC should have an objective to acquire land.</p> <ul style="list-style-type: none"> - RC suggested acquiring land with potential. - HR said all land assets are positive. - All in agreement that ACC should aim to acquire land. 	
<p>OK noted we should look for land for a range of different uses including:</p> <ul style="list-style-type: none"> - Large plots for number of affordable houses. - Plots to provide services - to allow self builds with residency clauses. - RC suggested plots for housing for temporary workers. 	
<p>NG noted it would be good to develop an ACC policy on land purchase.</p>	<p>NG</p>
<p>OK to provide feedback at the next Forum meeting (3rd May):</p> <ul style="list-style-type: none"> - Planning Aid Scotland assistance requested. - ACC are not interested in purchasing the sites at Keppoch at £75,000 - A residency clause is requested for any proposed sites. - In order to access funding, larger sites are required to allow ACC to build affordable housing. 	<p>OK</p>
<p>2.2 Laundry/Polytunnels near Hydro OK suggested discussion with Archie (Applecross Trust) with regards to location beside the hydro. VH asked for these proposals to be included within the PAS study. AM to check with HIE if there is any funding for this - match funding etc.</p>	<p>AM</p>

<p>OK/RC to meet Archie to discuss site and options for facilities. VH suggested keeping the discussion broad, to allow scope for PAS.</p> <p>2.3 Trust Asset Base No action required. Minutes of Forum meeting unclear.</p> <p>3. ADMINISTRATION ADVERT VH tabled the Administrator Advert which is shown on the ACC newsletter. Minor changes were made including adding “Petrol Station Coordinator”. Closing date for application agreed as 23rd March. VH to send to ZV for issue.</p> <p>4. LDO WORKING ARRANGEMENTS HR outlined that AM has requested to continue working for ACC as LDO, but work remotely from outside of Applecross. AM discussed her reasons and timeframes for the changes.</p> <p>No objections were made to this arrangement. VH noted ACC would like to be supportive to their employees and help with this transition. HR recommended a communication and reporting framework was developed, to ensure this arrangement works for both AM and ACC Board/Line manager. NG noted that community perception of this change needs to be handled with care.</p> <p>5. AOB 5.1 ACC Articles OK requested to 2 changes to the ACC articles: 1. Change membership age from 18 to 16 (Item 8.1). 2. Add “assets” to Item 4.1: <i>“To manage community land assets and associated assets for the benefit of the Community and the public in general.”</i> There were no objections to these proposed changes. OK to propose changes at AGM for member approval.</p> <p>5.2 Newsletter VH tabled the ACC Newsletter final version. VH to send to ZV for distribution.</p> <p>5.3 Policies and Procedures RC said ACC policies and procedures are still in progress (approx 50% complete) and asked about the approval process. AM said this could be done by the board, at a general meeting.</p> <p>5.4 AGM The AGM date was agreed as the 17th April. AM to distribute information to members/advertise the meeting 28 days in advance (19th March).</p>	<p>RC/OK</p> <p>VH/ZV</p> <p>Note</p> <p>Note</p> <p>OK</p> <p>VH/ZV</p> <p>AM</p>
<p>Meeting closed at 10.30pm</p>	
<p>Next meeting Monday 9th April 2018. AGM 17th April 2018</p>	