



Board Meeting

DATE: 8th May 2018

VENUE: Alison Macleod's House

Attendees: Owen Kilbride (OK), Valerie Hodgkinson (VH), Henry Robertson (HR), Roslyn Clarke (RC), Nick Goldthorpe (NG)

In attendance: Alison Macleod (AM)

Apologies: -

Minutes by: Roslyn Clarke

No.	Item	ACTION
1	Previous minutes	
	Corrections to previous minutes:	
1.1	The change in wording of the Articles should read: The wording: ' <i>To manage community land and associated assets for the benefit of the Community and the public in general</i> ' Is to be changed to: ' <i>To manage community land and assets for the benefit of the Community and the public in general</i> '.	
1.2	In the AOB section, mileage should read "expenses": "Valerie and Owen to claim their expenses. "	
1.3	Previous meeting minutes were approved. Proposed: Owen Kilbride Seconded: Valerie Hodgkinson	
2	Toilets	
2.1	HR and AM to meet with Anna to discuss contract after confirmation of funding from Highland Council Comfort Scheme.	
2.2	OK to return Toilet Spare key to RC.	OK
3	AGM	
3.1	OK discussed the format of the AGM on Wed 9 th May: <ul style="list-style-type: none"> • OK give overview of ACC and ACT; changes to articles; change in directors; change in administrator. • VH to discuss communications, newsletter, signage and website. • HR to discuss general updates in job description and admin conflict of interest. • RC to discuss policies. • NG to be prepared to provide comment on any financial questions. • AM to discuss housing at surgery and survey. 	

4 Survey																
4.1	The ACC survey is to launch at the AGM Wed 9 th May. RC to send email to all ACC members and AppleNet customers (except Raasey and Rona) with link to online version.	RC														
4.2	AM to contact local police to let them know we are conducting a survey and visiting local residents.	AM														
4.3	Survey areas for local visits were distributed: <table border="1" data-bbox="411 392 1177 663"> <tr> <td>Owen</td> <td>Coast</td> </tr> <tr> <td>Valerie</td> <td>Toscaig, Culduie, Ard Dhubh</td> </tr> <tr> <td>Zuzu</td> <td>Burnside, Camusterrach</td> </tr> <tr> <td>Henry</td> <td>Estate, Big House area</td> </tr> <tr> <td>Nick</td> <td>Milton</td> </tr> <tr> <td>Ros</td> <td>Camustiel</td> </tr> <tr> <td>Alison</td> <td>Campsite, Street, Craite Barn, Keppoch</td> </tr> </table>	Owen	Coast	Valerie	Toscaig, Culduie, Ard Dhubh	Zuzu	Burnside, Camusterrach	Henry	Estate, Big House area	Nick	Milton	Ros	Camustiel	Alison	Campsite, Street, Craite Barn, Keppoch	All
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4.4	Other items distributed: <ul style="list-style-type: none"> • Post box for Hall Owen • Lunch club 16th May Alison & Valerie • Strupag 18th Ros & Owen 	OK, AM/VH RC/OK														
5 Administrator Contract																
5.1	Administrator contracts (both ACC and ACT) to be emailed to all board members for review and approval. Signing contract to be arranged after this.	RC														
6 Change of address																
6.1	RC noted that admin correspondence needs to be changed from Zuzu's house (3 Burnside) and suggested options for address rather than her house (6 Burnside). <ul style="list-style-type: none"> • PO Box deliver option - £275 per annum. AM questioned if a PO Box was allowed for OSCR. RC to confirm. • Post box at toilets or FS kiosk. RC to check address and if there is a letter box on the door. 	RC RC														
6.2	OK suggested possibility of Alps office for storage space for AppleNet and ACC office space.															
7 Forum																
7.1	OK attended the Trustee pre-meeting and Forum meeting 3 rd May on behalf of ACC. OK said Planning Aid Scotland was approved as way forward for housing projects.															
7.2	Outline of service required from PAS to be drafted by AM. ACC meeting to be held later this month to finalize before sending to PAS for quote. Funding to be requested for this work.	AM														
8 AOB																
8.1	GDPR changes at the end of May. VH to draft an email and RC to send to members later this month.	VH, RC														
8.2	There was a collection for Zuzu and RC to arrange gift voucher for her. OK suggested £20 purchase of flowers from Valerie from ACC company account. Board approved this purchase (VH did not comment in this approval). VH to invoice for flowers.	RC VH														
8.3	AM explained she has been in contact with Marks & Spencer's regarding £10,000 funding, which ACC was successful in winning last year. M&S have															

	been expecting quotes for work for funding; however AM explained nothing has been purchased yet. AM to find use for the funding - eg. feasibility study.	AM
8.4	RC noted that the Applecross Primary School are interested in applying for the Year of the Young People fund from the Big Lottery fund. The closing date is 18 th June. RC asked if ACC would be willing to assist in this. OK suggested RC draw up draft proposal and this could be discussed further at next meeting.	RC
9	Meeting closed at 9.30	
9.1	Next meeting date to be arranged.	