

## MINUTES

Board Meeting – Social Club – Tue 18<sup>th</sup> Feb 2014 - 7.00

Present:	Board: J Bishop, C Mackay, V MacKenzie, J Melville, Pat Murray, A P Murray, T Robinson, J Sutherland, W Sutherland, Sub Cttee: R Jack.	<u>Action</u>
Apologies: Absent:	J Barnes, E Grant, A Kruger, M McAuley, S Sutherland	
Minutes of meeting 21st January 2014	These were accepted as correct. Proposed: W Sutherland Seconded: J Melville	
Matters Arising	<p><i>Hall Lights:</i> Now mended by Jerry.</p> <p><i>First Aid training:</i> The opportunity to attend a training event by British Red Cross was offered to all volunteers. The session included CPR and 4 other emergency techniques. Attended by: J Sutherland (DADCA Board), R Jack (Allotments), S Farquharson (Flowers and Fairs), D Hercher (Festival week), J Barnes (DADCA board), S Wild (Art and Craft Guild), M McAulay (DADCA Board) M Latham-Sumner (Dornoch Cinema) M Matheson (Allsorts).</p> <p><i>Community Renewables Group:</i> An invitation has been issued to community groups to nominate a representative. J Bishop volunteered to represent DADCA</p> <p><i>Potholes in drive:</i> now filled with thanks to the TECs team.</p>	
Membership	304 personal members now listed on website. All to continue to recruit to push this figure higher. Forms on website	ALL
Finance	<p><i>DADCA accounts:</i> As per Paddy's update which show movements to be similar to same time last year and balances to be generally healthy. An analysis of fund raising showed that there appeared to be an overall drop in fund raising however a more detailed analyses indicated that the only real drop has been by the cinema where takings have dropped around £2k probably due to showing less popular films. Festival week's expenses have plummeted from £9,137 to £2,036, an impressive effort. The Chair thanked Paddy again for his meticulous presentation of the monthly balances.</p> <p><i>Fund raising activities:</i> <i>ASDA community fund:</i> An application to be nominated as local charity has been made.</p> <p><i>Bank of Scotland</i> donations of £3k for Community orchard and £500 to Bonfire Night have now been confirmed. Letter of thanks to go.</p> <p><i>DACIC 10 mile treasure walk:</i> Try to recruit as many people as possible to take part. Details to be circulated to board and supporters once confirmed on website.</p> <p><i>Big Raffle:</i> Start to solicit prizes which will attract locals and visitors. Please let Judi know of any successes.</p> <p><i>Golf Tag sale:</i> RDGC agreed to support this advertising through the weekly newsletter. Further publicity to go out in April.</p> <p><i>Posh frock event:</i> Dinner dance suggested</p> <p><i>NT advertising:</i> We are committed to taking 1 column per week. Pat will advise advertisers that they will need to meet some of the costs and will attach the invoice to the hire of hall invoice.</p>	<p>JMS ALL JMS</p> <p>ALL</p> <p>JMS</p> <p>?</p> <p>PMM</p>
Policy review.	<p><i>Protecting Vulnerables:</i> Remove source VGES otherwise accepted.</p> <p><i>Job Description Reviews:</i> Chair, Cinema Convenor, Cinema Volunteer, all Version 3s approved</p> <p><i>Festival Week Convenor:</i> amend to "Festival Week to convene <b>regular</b> meetings" and take out church services from FW programme to avoid accusations of religious bias.</p>	<p>APM</p> <p>MM</p>
New Build & Glebe field	<p><i>DADCA's bid to Big Lottery for stage 1 funding:</i> £50K has been awarded subject to tender pack being acceptable. Invitation to tender advertisement will go in local press this week with a closing date 14<sup>th</sup> March. Scoring system recommended by BL will be applied. Intention to appoint a design team by 18<sup>th</sup> April. Hope to have design and planning</p>	

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	<p>permission finalised end of year. Go on to submit for 2<sup>nd</sup> stage funding by end of year. The contract for construction will be between DADCA and main contractor. Interim meeting with design team requested by board to monitor progress. Flexibility in new building paramount, case being made by Y Ross for dedicated youth space. Possible solutions discussed. Possibly approach Common Good Fund for some funding in due course. Bid has gone into SSE sustainable community fund for £5K. JB invited participation in New Build committee meetings, JMS volunteered. <i>Glebe Field:</i> Email from P Tomalin declined to give letter of comfort preferring to finalise lease. Stated that allotments would attract £850 annual rental per hectare. Justification for this queried. Based on 40 plots, £25.00pa would meet the rental cost but feeling was that 40 was optimistic figure. Nigel Jones (Mackenzie and Cormack) will act for DADCA who will be required to meet HC legal fees. Application to Ward Discretionary Budget to be made once figure determined. A letter has been received from HC outlining the particulars of the lease. Public meeting to be called to considered future users/stakeholders eg. allotments, community composting, sheep grazing, horse grazing, Highland games. Football club, Meadows nursing home. JMS to liaise with RJ, PMM. Steven Ling, Press release still pending completion. <i>Hall Visit:</i> Ardross Community Hall, visited by JB, JMS, APM, PMM noted benefits and deficiencies of design. S Mackay(Caretaker) thanked for kindly showing us around. Boat of Garten: JB will visit this coming week. Achiltibuie, Glenuig, Pultneytown and Marybank suggested for visits.</p>	<p style="text-align: right;">JMS</p> <p style="text-align: right;">JMS, RJ, PMM</p>
Existing Building	<p><i>Guttering:</i> outside front door needs fixed to wall <i>Caretaking contract:</i> In the absence of any other bidders the contract was awarded to Macred cleaning company from 10<sup>th</sup> Feb – 9<sup>th</sup> August.</p>	<p style="text-align: right;">JB</p>
Bookings/ Events	<p>EU elections on 22<sup>nd</sup> May. Fill in and return form to electoral officer <i>Fibre Fest:</i> Brochures now published for distribution and advertising banners received. Catering on Saturday by Festival week and Sunday by Allsorts. <i>Book Fair:</i> Plans progressing steadily. Encourage entry to short story competition. <i>Car Boot Sale:</i> 22<sup>nd</sup> March to be organised by JB. Support needed. Jerry suggested that he produce a flier including the dates and a booking forms for all the CBS for the year for distribution at these events. <i>Community Market:</i> To be held on first Wednesday of summer months 7TH MAY, 4TH JUNE, 2ND JULY, 6TH AUGUST, 3RD SEPTEMBER On the Cathedral Green from 9.30 – 1.30. Stand space £10 covered stand £15 See website for more information. Sub-Committee Hire Policy – It had been agreed that everyone should pay who are not directly fundraising for DADCA. JMS to inform them.</p>	<p style="text-align: right;">JMS ALL MM/JB ALL</p> <p style="text-align: right;">JB</p> <p style="text-align: right;">JB</p> <p style="text-align: right;">PMM/ RJ</p> <p style="text-align: right;">JMS</p>
Sub-committees	<p><i>Cinema:</i> Sunshine on Leith on 8<sup>th</sup> Feb 90 attended. Members night Sunday 26<sup>th</sup> Jan.Next film Rush on 8<sup>th</sup> March. <i>Flowers &amp; Fairs:</i> No report. <i>Gallery:</i> No report. <i>Craft Guild:</i> as per bookings/events. <i>Tennis Club:</i> No report. <i>Youth Café:</i> Y Ross confirmed PVG up to date. Internet signal only accessible in bar.</p>	
AOCB	<p>JB Service point proposed closure: Letter of support for retaining the service to go to Finance, Housing and Resources committee members. JB and JMS will attend opn meeting on 26th Feb in Inverness. JMS: <i>Leader.</i> Funding will be rolled out in 2015. Engage in early conversation with providers to form bid. CM : advanced apologies for absences once her baby arrives – good luck Carol.</p>	<p style="text-align: right;">JMS</p> <p style="text-align: right;">WMS</p>

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**Meeting closed at pm 22.03**

**NEXT MEETING 18<sup>th</sup> March 2014 at 7.30PM - NOTE CHANGE TO LATER TIME**

**Forthcoming meetings 15<sup>th</sup> April - 20<sup>th</sup> May**