

## CAMUSCROSS & DUISDALE INITIATIVE

Note of meeting held on 11<sup>th</sup> March 2015,  
at 7 Duisdale Mor  
commencing 7:30pm.

ITEM      NOTES      ACTION

### 1 Present:

Mark Wringe (MW); Innes Grant (IG); Rory Flyn (RF); Elaine Smith (ES).

Apologies: Laura Stephen (LS). Susan Walker (SW);

In Attendance: David Collins (DC)

### 2 Minutes and Matters Arising:

The minutes were formally approved.

All other matters arising, other than those listed below, are covered in the agenda.

- i. CCF – The formal offer of CCF funding has been received. DC to forward to all directors. Acceptance from CDI has to be received by CCF within 30 days. This does now mean that the process of achieving the Hub project is now underway.
- ii. Project Team Meeting – The initial project team meeting was held on Monday 2nd March with WTA and Morham + Brotchie. Team members made it to the meeting despite adverse weather conditions and their effort was acknowledged. Items covered in meeting see 4ii. below.
- iii. Amendment to Articles – The lottery funding requirements require an additional anti-discrimination article should be added to the Articles of Association. The wording is:  
*'Membership may not be restricted or withheld, and members may not be expelled on the basis of gender, age (subject to any youth membership provisions), ethnic background, disability, caring responsibilities, sexual orientation, religious belief, or marital status.'*  
It was agreed that this would be amended at the next AGM.

### 3 Financial:

- i. Treasurer's report on funds:  
The amount in the bank = £5,948  
The restricted funds = £3,570.00  
The unrestricted funds= £2,378
- ii. Fees - David Narro Engineers have now been paid.
- iii. LJP travel expenses receipt received.
- iv. Monies are still due back on the estate's solicitor fees. The sum already paid out DC from unrestricted funds and to be reclaimed from HIE is £1,123.60. Ongoing.
- v. Procedures to do with auditing payments were discussed at DC's lottery induction meeting (see item 4i. below). With regards to internet banking payments and card

use, any payments must have been previously authorised at a board meeting or agreed between at least two directors and recorded e.g. by email. This in line with the two signatures on a cheque procedure and is there to demonstrate a clear authorisation trail.

#### 4 Hub:

- i. CCF + Big Lottery Fund Induction Meeting – Attended by DC in Glasgow on Friday 6th March. It was extensive, lasted 2.5hrs and DC will issue notes to the other directors. Additional paperwork to be circulated also.

- ii. Budget + Next Steps – The Project Team meeting was in two parts: with Wil Tunnell Architects (WTA); and with Morham + Brotchie Quantity Surveyors (M+B).

WTA gave a general information update, including revised drawings, and a discussion on the general specification for finishes, fittings, fixtures and lighting.

M+B updated the team on progress with revised costings and are currently updating the budget estimate details taking into account revisions due to material costs, alterations pursuant to the building warrant and amendments following the more detailed pre-construction site survey, conducted in late 2014.

The work being carried out is in preparation for going out to tender.

There will be opportunities for local people who have appropriate skills in crafts and trade to be involved in the tender process. CVs will be sought from interested parties in the near future and to be sent out with the tender information to main contractors.

- iii. Hub Road Adoption – The issue of refuse collection is to be investigated to ensure that the correct specification of road is allowed for.
- iv. Celebration Event - This has been organised for Friday 27<sup>th</sup> March at 5:30pm – 7:30pm in Talla Dearg. It is hoped that it will be at a convenient time for families and drinks and snacks will be on offer.

This is intended to be an informal gathering to update the community and discuss the progress of the project, key dates and further detailed information. A representative from WTA will be in attendance.

It is also intended to allow those who have helped us get this far have the opportunity to meet the community further.

Invitations and reminders to be sent to all CDI members and members of the community. Any musicians in the community are welcome to bring along instruments.

- v. Purchase of Hub Site – This is now underway.
- vi. Resumption – A letter has been issued by CDI to all shareholders summarising the resumption process and outlining the undertakings to be undertaken by CDI in relation to the resumption. The gathering of signatures is currently underway.
- vii. Organisational Health Check – This will be held at DC's house on Friday 13 March at 1:30pm. It has been organised and funded by the Social Investment Business, and participation is required by the Big Lottery Fund.

## **5 50:50 Club:**

Bank account has now been set up. Information to be advertised and sent out in the next few days.

## **6 AOCB:**

- i. Website – We would welcome some help on regular updating the website.
- ii. Sleat Community Trust – SCT would welcome a further liaison meeting. This is to be organised shortly.

## **11 Date of Next Meeting:**

Wednesday 8th April, Innes's house, 1 Camuscross, 7:30pm.

Meeting concluded at 10:15pm