

**COLLIESTON & SLAINS COMMUNITY TRUST
MINUTES OF COMMITTEE MEETING
15 February 2010**



Present: Directors: Vicky McNiff, Mike Earlam, Alan White
Committee Members: Trish Robinson, Craig Leuchars, Susan Somner, Fiona Chaplain, John Allan
Observers: Roger Berl, George Jamieson.

Apologies: Ian Bell, Elizabeth Hay, Peter Somner

Chair: Vicky McNiff

1. Discussion & Approval of the Minutes of 18 January 2010

Minutes were proposed by Vicky McNiff, seconded by Trish Robinson and approved by the committee.

2. Action Log

	Description	Who	Status	Date Closed
17/08/09	Obtain samples of proposed building materials and display on the Rivie Update 21/09/09: Carol McBain will deal with this once CL3 is complete. Update 16/11/09: chased R&H and they replied that owing to busy work commitments it would be circa 3 weeks before they could get around to arranging building material samples for us. Update 18/01/10: Craig had chased up R&H for the samples, contact is Laura Kinnaird. A stone supplier has been in touch and their details have been passed to R&H. Update 15/02/10: Craig reported that the supplier wanted £300 for the timber sample. Following a discussion by the committee it was agreed that the idea of putting samples of the hall's building material on the Rivie was impractical and the matter should be closed Update 15/2/10: Craig to get list of buildings using the materials.	CLE	Open	
19/10/09	Update the CASCT profile on the CADISPA website	AWH	Open	
18/01/10	Notification and supporting paperwork requires to be completed for the appointment of Mike Earlam as director and Peter Somner as Chair, Sheila Ritchie to be contacted to make appropriate arrangements.	SRA	Closed	15/02/10
18/01/10	Big Lottery to be notified of the change of Chair and point of contact Update 15/02/10 The Big Lottery have confirmed receipt of the notification of these changes	SRA	Closed	15/02/10
18/01/10	In order to manage the cashflow due to the ward payment schedule we will need to have a suitable facility in place, banks to be approached to establish what is required. Update 15/02/10 The possibility of a Social Investment loan to be examined	PSO	Open	

18/01/10	Posting of the AGM and October minutes of meetings to be posted onto the website Update 15/02/10: The October minutes have been posted on the Web but not the AGM minutes	SSO	Open	
18/01/10	A review and update of the website is required so that it reflects the current plans and activities. Craig to do review and Susan to amend website.	CLE SSO	Open	
18/01/10	Contact Aberdeenshire Council for the transfer of ownership of the hall and also ask for clarification of the council tax position for the new facility.	PSO	Open	
15/02/10	Contact Forvie Nature Reserve to enquire into the possibility of the village using the Stevenson Centre as a meeting place whilst the new hall is being built and the old hall being converted into a respite facility	EHA	Open	
15/02/10	A summary of the next Rivie Review to be prepared	AWH	Open	

3. Treasurer's Report

Balance at 1 February 2010 £3094-52

4. Work Group Reports

4.1 Architectural Work Group

The original plan was to leave the old hall intact whilst the new hall was being constructed so that there was the minimum of disruption to the current users of the hall. Craig suggested that we should consider having second thoughts on this idea as it would be a more economical use of resources if the work on the old hall was done at the same time as the construction of the new. If this plan was adopted then the current users of the hall would have to be found alternative accommodation whilst the work was in progress. The search for alternative accommodation should begin now.

It was agreed to ask Elizabeth Hay to sound out Scottish Natural Heritage at Forvie on the possibility of the Stevenson Centre being used by some of the current halls user groups when the work is in progress.

4.2 Business Plan Work Group

Because Rural Priorities only pay in arrears Vicky requested the Quantity Surveyor to divide the construction work into four distinct phases which have further been broken down into sub phases which should reduce the risk of cash flow problems. Social Investment were sympathetic to the idea of an unsecured bridging loan should we experience a cash flow problem but their rates were not so competitive as a bank overdraft.

Vicky advised the meeting of a problem which she had discovered regarding funding from Rural Priorities development funds. Where public funds are being used to develop a project which might compete with normal commercial activity a rule known as 'State Aid' applies which caps the state funding at £500,000. As the provision of respite accommodation can be defined as a normal commercial activity it is likely that this rule would apply to the costs involved in converting the current hall into respite accommodation. It will therefore be necessary not to use any of the Rural Priorities funding for that part of the project.

4.3 Communications Distribution Group

Alan was asked to do a summary for a Rivie Review which should contain everything in section 6.2 of January's meeting minutes.

5. AOB

David Atherton wants to do an art class in the hall. It was thought to be a good idea if he applied for use of the hall through CASCT to associate CASCT with the arts in the area.

There has been a request from RGU for a topographical plan of the Rivie so that they can set a project for their students to design a community hall on that site. Although this would only be an academic exercise it might at this time be misunderstood by the community and so such a project should be discouraged. There would be no problem at a latter date.

A Mrs Dewar who lives in one of the houses on The Cliff which backs on to the Rivie has asked for access to the Rivie in order that repairs may be carried out on her property. Access to be agreed on the understanding that all work carried out will be at her risk

6. Date of Next Meeting

19:30 on Monday 15 March in the Hall.

Minutes compiled by: John Allan