

COLLIESTON & SLAINS COMMUNITY TRUST
MINUTES OF COMMITTEE MEETING
19 October 2009



Present: Directors: Steve Rainey, Vicky McNiff
 Committee Members: Fiona Chaplain, Trish Robinson, Craig Leuchars
 Observers: Roger Berl. George Jamieson

Apologies: Ian Bell, Elizabeth Hay, Alan White, Pete Somner, Sue Somner, John Allan

Chair: Steve Rainey

1. Discussion & Approval of the Minutes of 21 September 2009

Minutes of 21 September were proposed by Trish Robinson, seconded by Fiona Chaplain and approved by the committee.

2. Action Log

Date Raised	Description	Who	Status	Date Closed
18/05/09	Need to get a business reference number for SRDP Update 15/06/09: Peter is chasing SRDP. Update 17/08/09: Still no response from SRDP despite further prompting. Update 21/09/09: We have received information from LEADER confirming that we have been given a BRN from SRDP.	BP members	Closed	12/10/09
18/05/09	The owner /occupier list needs to be updated for Slains Update 17/08/09: FC will work with JA and EH to update the distribution list following information received during the ballot process.	JA, EH, FC	Closed	18/10/09
15/06/09	Contact Nicola Twine to determine whether she wishes to renew her participation on the committee as our link with Aberdeenshire Council. Update 19/10/09: CL has spoken to Nicola. Her replacement until January 2010 is Annette Holland. Nicola provided contact details and is happy that we invite Annette to CASCT meetings etc. in her place.	SR/CL	Closed	02/10/09
17/08/09	Update Check List 3 based on HIE feedback Update 21/09/09: Steve is working with Carol McBain to update all relevant section of CL3.	SR/CL	Closed	02/10/09
17/08/09	Complete the funding report for the Big Lottery Investing in Ideas by end September Update 21/09/09: Vicky is working on a draft of this. Update 19/10/09: report was submitted and we have received a letter from BL acknowledging its receipt and confirming closure	VMcN	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.	CL	Open	
21/09/09	Set up a close out meeting with ACAF to explain how we have used its grant of £10,000. Update 19/10/09: VMcN met with Reid Hutchieson. He requested feedback on ACAF funding and suggested we might consider applying again in 6 months time.	VMcN	Closed	

3. Treasurer's Report

The balance in the account at 22 September was £1992.79 and at 14 October is £2158.07. Fundraising events so far this year have now raised a total of £1446.13. Greetings cards are on sale in Newburgh Post office, Cruden Bay Gifts, and Tarts and Crafts. Without a village shop, we will have to think of how best to provide access to the cards within the village.

4. Work Group Reports

4.1 Architectural Work Group

Having completed Check List 3, there is nothing further to report at this stage.

4.2 Business Plan Work Group

In the past month, we have completed as much of the Business Plan, Check List 3 and the Options Appraisals (Needs, Capital and Opex) as possible. We are currently focusing on completing the BL GCA application itself. We have had some very useful feedback from our new HIE project officer on various aspects. Any changes to it need to be cascaded throughout all the other documents, which is very time consuming. We have received the final letter of support (from Care Commission). We believe that we are now very close to having final drafts of all documents. It will take some time to print the required number of copies at BP.

4.3 Communications Distribution Group

When the BL GCA application and supporting documents are submitted, we will distribute another Rivie Review to inform the community.

5. Fundraising

The next fund raising event is the Ceilidh in the Victoria Hall, Ellon on Friday 20 November. A bus will be provided to transport people to and from the village. Everyone needs to promote the event and help sell tickets.

6. AOB

- AW to update the CASCT profile on the CADISPA website
- CL reported that control of SRDP funding was being transferred to the LEADER LAG groups, and that our project seems to fit very well with its outcomes.

Date of Next Meeting

19:30 on Monday 16 November in the Hall.

Minutes compiled by: Steve Rainey