

COLLIESTON & SLAINS COMMUNITY TRUST
MINUTES OF MEETING
21 July 2008



Present: John Allan, Fiona Chaplain, Elizabeth Hay, Vicky McNiff, Steve Rainey, Susan Somner, Peter Somner

Apologies: Alan White, Craig Leuchars, Trish Robinson, Neil Ironside, Councillor Debra Storr

Chair: Steve Rainey

1. Minutes of the last meeting

Minutes of 16 June 2008 meeting:

Proposed by: Vicky McNiff
 Seconded by: Susan Somner

Approved by the Committee

2. Action Log

Date Raised	Description	Who	Status	Date Closed
21-7-08	Prepare a draft application to Aberdeenshire Council Leader application form. Contact Vicky Thomson, Leader Co-ordinator to discuss draft and send her a Funders Brief. Finalised application must be submitted by 29 July!	VMcN, SR, PS	Open	
16/6/08	Big Lottery Investing in Ideas Application – Structure in accordance with RIAS Guidelines. Update 21-7-08: submission of completed application is pending referee's signature (the first of Alex Salmond or Keith Newton)	CL, VMcN, SR	Closed	2-7-08
16/6/08	Insurance for Rivie – Ensure that insurance cover is in place for completion date for the purchase of the Rivie. Update 21-7-08: insurance in place from 30-6-08.	SR	Closed	30-6-08
16/6/08	Skittles during Gala – Email to Sally Sheehan requesting details of what usually happens for the Skittles events during the Gala, and for advice about the likely impact of Scottish Water work in the village. Update 21-7-08: organisation for Skittles Night well in hand; no suitable site available for Skittles on Gala Day.	SR, SS, FC, EH	Closed	21-7-08
19/5/08	DTAS Membership – Subscription paid and membership certificate received.	SS	Closed	21/4/08
19/5/08	Rivie Purchase – Contact Sheila Ritchie to discuss ways of escalating pressure on Slains Estate to complete the purchase. She strongly advised against lobbying the Estate's solicitors directly. As a result, Steve contacted the Directors of Slains Estate to seek assurance that there was no ulterior motive in delaying the sale. Immediately after this intervention on 27 May, Burnett & Reid, the Estate's solicitor's, confirmed that we had a concluded bargain. An announcement to this effect was	SR	Open	

	made at the AGM on 30 May. Update 21-7-08: final details of conveyance still being worked out by lawyers.			
21/4/08	Jura Consultants Feedback - rework Outline Proposal to incorporate this feedback. Target deadline for completion and submission to Big Lottery is 23 June 2008. Update 21-7-08: Feedback from Jura Consultants incorporated in Outline Proposal which was submitted to BL on 30-6-08. BL responded positively in letter dated 4-7-08.	SR, PS	Closed	30-6-08
21/4/08	Tax Return – send signed copies of accounts to Ritson Smith for filing with Companies House, Inland Revenue and OSCR	SR, SS	Open	
21/4/08	Funders Briefing Pack - finalise	AW, VMcN, SR	Closed	21-7-08
21/4/08	Vandalism/damage to Hall & Schoolhouse - Clerk of Works in Aberdeenshire Council informed and damage to the Hall has been repaired; repair work on the Schoolhouse is pending a site visit.	NI	Closed	16-6-08
21/4/08	Renewable Energy – John Hitchcock to be asked if he would be prepared to champion this issue.	PS	Open	
21/4/08	Blether Update – Once Rivie purchase secured and BL Outline Proposal successful, then issue an update via Blether or normal CASCT distribution. Update 21-7-08: communication still pending completion of Rivie purchase.	AW/SR	Open	

3. Work Group Reports

3.1 Architectural Work Group

Nothing to report

3.2 Business Plan Work Group

Vicky, Craig and Vicky met on 2-7-08 to develop a plan for raising £81k, the amount required for our architects, Reiach & Hall, to progress the design concept through Design Stages C (Outline Proposals) and D (Detailed Proposals) and obtain full planning permission and allow a full application to be made to the Big Lottery. These fees represent 35% of the architects' fees for the project and are in line with RIAS (Royal Incorporation of Architects in Scotland) Guidelines. We will be applying to Leader, Aberdeenshire Community Asset Fund, Big Lottery Investing in Ideas, Robertson Trust, Scottish Community Foundation Scottish Co-Operative, Lloyds TSB Foundation for Scotland and others. We may well have to raise additional funds by further local fundraising. Currently, the Leader application is critical as it is hoped that it will fund 50% of the cost of this stage of the project and it has a deadline for submission of 29 July 2008. Vicky will prepare a draft application and then contact Vicky Thomson, the Leader Co-ordinator, to discuss it and will also provide her with a Funders Brief.

3.3 Communications Distribution Group

Nothing to report

4. Treasurer's Report

Susan reported that the current balance of the account, as at 30 June 2008 is £24,901.83. There are a number of outstanding creditors, namely: Burnett & Reid - Rivie purchase (£8013.96), Keegan & Pennykid - Rivie insurance (£367.50), LCN - web host renewal and domain name (£142.18), Paul Ritchie - expenses (£256.57), and Summerhall - calendar printing costs (£2463.98). With these commitments totalling £11244.19, the expected balance in our account will shortly be £13657.64. The most recent bank statement was witnessed by the Committee.

5. Any Other Business

Rivie Completion – Sheila Ritchie has requested a more detailed statement of the Burnett & Reid fees on our behalf. She has also attempted to reopen the missives with respect to warrandice. This is aimed at improving our chances of the Keeper of the Land Register granting title indemnity. However, Burnett & Reid are reluctant to do any further work unless we accept the fees already presented and agree to pay for the additional work involved. The legal exchanges continue. Sheila is not unduly concerned.

It was suggested again that when the time comes, CASCT write to the owners of the houses adjacent to the Rivie advising them of the change of ownership, that CASCT had no intention carrying out any activities near to the edge of the slope and requesting that they must be careful not to unwittingly or otherwise carry out any activities that might destabilise the slope, as they will be liable for any damage caused.

3rd Annual General Meeting Minutes – Fiona has prepared a draft, which has been reviewed by Steve. An amended version will now be sent out to the committee for approval, prior to loading to the website along with the slide pack used on the night.

Skittles during Gala – Fiona, Susan and Elizabeth have plans well in hand for Skittles Night, which will be held on the bouledrome.

Date of Next Meeting

19:30 on Monday 18 August 2008 in the Hall, Vicky to take minutes.

Minutes compiled by: Steve Rainey

Minutes approved at next meeting:

Date: 18 August 2008

Proposed:

Signature:

Seconded:

Signature:

Minutes approved at next meeting:

Date: 18 August 2008

Proposed:

Signature:



Seconded:

Signature:

