



COLLIESTON & SLAINS COMMUNITY TRUST MINUTES MEETING 6 MARCH 2006

Present: Steve Rainey, Sally Sheehan, Fiona Chaplain, Sue Somner, Alan White, Shirley Beattie, Andrew Hill

Apologies: Neil Ironside, Vicky McNiff, Elizabeth Hay, Jack Page, Councillor Brinsley Sheridan

Minutes of the 6 February 2006 meeting proposed by Alan, seconded by Sally and approved by the Committee.

Action List Update not covered by items below

1. Action List Update not covered by items below

- John to print out presentations from CADISPA meeting and pass to Fiona (NOT DONE)
- Steve to forward notes on meeting with Nicky to Fiona (DONE)
- Sally to invite someone from CATS onto the Committee
Sally has asked them to nominate someone, but is still awaiting a reply
- Steve to contact various people about coming onboard as non executive directors (NOT DONE yet – he will follow this up)

2. AGM Arrangements – 31 March 2006

Have to publicise by weekend. Steve will draft a notice and circulate for approval. Discussed format and agreed to a PowerPoint presentation which Alan will arrange. Following items agreed for agenda -

- Chairman's Report
- Treasurer's Report
- Proposal re change to Constitution
- Architectural Competition report
- Business Plan report
- Election of Directors

Current Directors will stand down, but can stand again. Currently minimum of 3 directors and maximum of 15. Will need to design a nomination form with list of conditions which must be satisfied.

3. Treasurer's Update

Action List Update

- Sue to get accounts audited - passed to auditor

Current balance as at 28 February 2006 £19741.05

Outstanding account of £575.75 still to be paid

£308 received from the Amenities Committee for their contribution towards the cost of web software.

Sheila Ritchie submitted account for legal fees which Sue will deal with

4. Web sub-committee report

Action List Update

- Update Amenities Committee profile (DONE)

Sue reported we had been approached re advertising, but Committee agreed that currently we should not do this. Sue has written to enquirer and told them about the calendar, which they could sponsor for advertising purposes, but she has had no reply.

Committee agreed the website is looking very good.

Request from Amenities Committee to put their logo on the front page, but after discussion Committee agreed not to do this.

5. Energy Renewables

Action List Update

- Elizabeth to email Steve with details of energy renewables (DONE)
- John to get back to Kevin Christie and arrange a date for a meeting (DONE)
- John to email Fiona and Sue with details of above meeting (DONE)
- Sue and Fiona to publicise above meeting (DONE)
- John to find out pros and cons of energy renewables for workshop (NOT DONE)

Report on meeting with Kevin Christie - Fiona distributed a report from the meeting and Andrew gave an overview of the discussion. It was a very good and interesting meeting. It was felt it was reasonable to aim for energy self-sufficiency.

Sally sent for 'step by step community groups guide for financing energy renewables' and will pass to Steve when it arrives.

6. Architectural sub-committee report

Action List Update

- Steve to contact site survey company re problems with survey (DONE)
- Vicky to email cost estimates to Fiona (DONE)
- Vicky to send revised timings to Steve (DONE)
- Jack to liaise with Charles (ongoing)
- Sally to find out legal requirements for selling alcohol and notify Vicky (DONE)
- Vicky to contact Nicky and Craig and obtain a brief biography (DONE)

Discussion on Fiona's downsize proposal - discuss after the workshop when things may be clearer.

Still a professional judge short and Charles is looking for someone

Demolition costs - after some discussion it was agreed that Andrew contact Lindsay Cook of Ellon Plant Hire and ask for an estimate.

NBC Surveys have been paid for the first part of the survey and have been asked to do further work.

Some general editing of the brief to be done by Jack

Andrew raised concerns with drainage, coastal slope, site conditions and ground deterioration. Need some consideration of indemnity with regard to householders on the cliff. We need to know how stable the boulder clay is. Committee agreed these were justified concerns which we must address.

Revise dates for the competition after the outcome of the Area Committee meeting on 21 March.

Vicky to do another timeline. We may need to consider delaying until after the summer holidays.

A delay might give us time to obtain a grant. Alan and Sally to follow this up.

Fiona to contact Ken and ask for permission to use his photographs in the brief.

Committee asked if they were happy if the launch of the competition went ahead without the extra land - Fiona intimated not particularly happy with this idea, but rest of Committee had no objections.

Everyone agreed that we must maximise the use of the space and potential of the new hall.

Andrew had various comments on the brief. He will review it and pass his comments to Vicky.

7. Aberdeenshire Council Update

Action List Update

- Steve to call Keith Newton and Gordon Daniels for progress report and to tell them we are having to delay the architectural competition because of the ownership of the hall issue (DONE)
- Fiona to contact Councillor Brinsley Sheridan and invite him to the next meeting (DONE)

Steve reported he had spoken to Gordon Daniels. He has prepared his report and is waiting for feedback from Councillor Brinsley Sheridan. He expects it to go through with three provisos. It is going to the Area Committee on the 21 March and he does not anticipate any problems. If it is passed then we will receive a letter intimating this.

Too early to deal with the Scottish Executive paperwork.

Gordon has still to contact the District Valuer. He will ask Keith Newton if he will finance this for us. The fee will be around £500. Steve will contact Gordon next week for an update.

Sally reported that any member of the public can attend the Area Committee meeting as an observer, but in order to speak the Amenities Committee can co-opt someone from our Committee and then they will be entitled to speak. Steve will see if he can attend and if he cannot Alan will.

8. Funding Strategy sub-committee report

Action List Update

- Alan to give Fiona prioritised list of funders (NOT DONE)
- We need to cost our volunteer time so everyone now needs to keep a record of time spent on CASCT activities and give Fiona monthly figures (CASCT members to email recorded time to Fiona)
- Sally to send in an application for the Lankelly Foundation (DTA) (DONE) DTA would like to meet with us. Sally to arrange a date and Steve, Sally, Fiona and Sue will attend, depending on their availability. Sounds like a similar organisation to CADISPA, but they have funding.
- Sally to register our interest with the Scottish Land Fund – ongoing and complex
- Steve, Jack and Alan to follow up oil company community grants – (NOT DONE)
- Alan to send a letter to Formartine Partnership re funds for “planning for real” and the architectural competition
Steve reported he had received a letter from Keith Newton re “planning for real exercise”. Money available but likely to be small.

9. Business plan sub-committee report

Action List Update

- Business plan sub-committee to organise workshop in March (ONGOING)
- Fiona and Sue to liaise with above to develop/produce SNAP questionnaires (NOT DONE)
- Alan to contact CADISPA to check on their availability to facilitate the workshop – aim for 18th March
DONE and they will attend
- Alan to contact the Steadames re respite care and invite them to the workshop (NOT DONE)
- Sally to email Fiona with names of people she contacted re respite care (DONE)

March 18th Workshop Arrangements

Six different groups and people can rotate between groups. Need a list for each group and people can sign up for groups. They will be assigned an initial group. CADISPA will facilitate and help us to draw conclusions. Alan to slightly amend the invite letter. He will draft the letters and pass to Sally who will arrange delivery. RSVP to Fiona who will liaise with Alan to keep a list of attendees.

If people cannot come then try and get substitutes and if no other alternative then ask some basic questions, so some information available.

Andrew suggested contacting Chairman of Beaton Hall in Methlick and ask him to attend. He felt he could give us useful points in management and suggested we visit the Hall. Alan to add him to list.

Sally to find out contact names of other user groups.

Delegate packs to be made up

All facilitators to meet with CADISPA on Friday night.

Discussion re catering arrangements. Sue and Fiona agreed to organise this, but will expect everyone to contribute.

Shirley, Sally, Andrew and Steve to get easels, flipcharts and pens.

Steve to contact Huib, owner of Slains House and ask him if we can use it to hold group sessions.

10. Legal issues

Action List Update

- Steve to contact Sheila Ritchie re business plan and vat registration for building and letting accommodation

11. Slains Estate Update

Action List Update

- Steve to try and get a response from Tom Stewart and expedite to Robin Maitland if unsuccessful
Steve called Tom Stewart and was told that Strutt & Parker are now no longer managing Slains Estate. He will forward contact details of new Factor to Steve. Steve will get the names of the Company Directors of Slains Estate before he contacts the new Factor.

12. AOB

- Sue to liaise with Ken re the purchase of 3 of his prints of Collieston as thank you gifts to Rod (website designer), Drew (logo designer) and Sheila (solicitor) for all their free technical expertise.
- Sally and possibly Steve to meet with Social Work on 30 March to brief them on what we are doing and to see if they would be interested in our facilities. Need to plan meeting in advance.
- Request from CADISPA for images for poster. Give them a copy of our poster and they can get some images from the workshop.
- Steve to send Fiona updated Amenities Committee contact report.
- There was a general discussion on the participation of the Amenities Committee and its funding. They offered to give us a copy of their bank statement for us to use in our funding applications, but this would not be accepted by funders. Therefore Steve will go back to Niki and ask for a donation.
- Julie Swan has tendered her resignation from the Committee.

13. Date of Next Meeting

- **AGM Friday 31 March 2006**
- **Monday 27 March 2006 at Steve Rainey's with focus on AGM arrangements**