

COLLIESTON & SLAINS COMMUNITY TRUST
MINUTES
MEETING 11 June 2007



Present: Fiona Chaplain, Peter Somner, Susan Somner, Vicky McNiff, Alan White, Elizabeth Hay, Craig Leuchers, Neil Ironside, John Allan

Apologies: Steve Rainey, Roddy Junor, Trish Robinson

Chair: Peter Somner

Minutes of 21st May were proposed by Craig Leuchers, seconded by Susan Somner and approved by the Committee.

1. Displaying CASCT Minutes

Fiona Chaplain agreed to be the person responsible for editing, publishing and adding the minutes to the website. Susan Somner will continue to post them on the notice boards.

It was noted that the minutes of 16th April had still to be added to the website.

Action: Fiona Chaplain to add 16th April minutes to website

2. Matters Arising from the Minutes

Neil Ironside to investigate getting a notice board for outside of the Hall.

The user group meeting notes have not yet been received from Mairi-Anne.

Action: Steve Rainey to follow this up

Action: Fiona Chaplain to send minutes of the AGM to Directors only

Fiona Chaplain and Alan White have prepared a document for Committee members to record their volunteer time, which can be used for funders.

Action: Fiona to circulate to Committee

3. Update on Funding Applications

Lottery Prequal & Investing In Ideas

Action: Peter Somner to arrange a meeting to progress this.

Action: Craig Leuchers to review the prequal documents before submission

Robertson Trust – Alan White attended a meeting in Inverurie which was encouraging. Having respite care, as part of our package, puts us in a better position in terms of funding. We must pass the Lottery prequal first before they consider us.

CASCT and Amenities Committee need to get in touch with the four new Councillors -

Isobel Davidson – LibDem

Debra Storr – LibDem

Gillian Owen – Conservative

Rob Merson – SNP

Action: Vicky McNiff to e-mail Niki Tait to get dates for a joint meeting with the Amenities Committee.

Following that and with the Amenities Committee agreement, Steve Rainey to ask the Councillors to come to a joint meeting. Peter Somner to draft an agenda for that meeting.

4. Establish Workgroups

Business Plan Workgroup

Purpose: Develop and make a robust business plan.
Key tasks: Verification of facts and evidence to substantiate these facts [in simple terms]
Chair: Peter Somner
Vice-chair: Vicky McNiff

Communications Workgroup

Purpose: Manage communications in the local and wider community.
Key tasks: User group clinics
Distribution of information
Website
Liaison with Councillors, Amenities Committee, Contact champions e.g. CADISPA
Chair: Alan White
Vice Chair: John Allan
Website: Susan Somner

Architecture Group

Purpose: Monitoring and control of architects on behalf of the community.
Deliver a design fit for purpose in line with the revised brief.
Key tasks: Liaison with architects
Arrange Architects workshops
Energy sustainability.
Chair: Craig Leuchars
Vice-chair: Fiona Chaplain

It was agreed that the workgroups should try and have an initial meeting before the next CASCT meeting.

5. Treasurer's Report

Susan Somner is pursuing the backdated interest. (Action)
Balance in the Bank £16,247.80
Susan/Peter Somner to attempt to prepare a cash flow for the next few months.
Calendar will be ready for the Gala.

6. AOB

- Pier - to be discussed at the joint meeting.
- Website - Alan White to review and pass updates to Susan Somner who will implement changes (Action)
- Alan to liaise with CADISPA on updating our entry on their site (Action)
- Rivie - update needed for next meeting (Action for Steve Rainey)

7. Date of Next Meeting

Monday July 16th at 7.30 in Collieston Hall.
Action: Fiona Chaplain to book hall.

Minutes by: E. Hay