**Acharacle Community Company**

**Minutes of meeting**

**22nd May 2018**

**Those present**: Jimmy Gillies(JG) / Jane Gaze (JGa)/ Marie Luise MacDonald(MLM)(chair) / David John Cameron (DJC)(Skype) / Becky Dacre (mins)

1. **Apologies** none
2. **mins from last meeting –** read and approved (prop MLM/Sec JG)

**Note:** Jemma Claire resigned as director since the last meeting (9th May). BD has lodged this change with Companies House.

**3 Bank accounts info** – Not done as Lesley not present

**4 Centre Report & progress with asset transfer**

Lesley not present so no centre report.

 Application has been completed for stage 1 funding of the Scottish Land Fund. BIG lottery meet mid-June, so we should know fairly soon after whether we have been successful or not. This is to provide funding for a valuation and survey of the centre and funding for a company to do a business plan. Value of bid - £12,594. BD to acknowledge prices received etc.

**5 Director Training**

This has been arranged by DJC for Monday 28th May from 1 till 3pm. BD to contact RG & LM.

 BD to chase BIG lottery about NOF charge. Also BD to make note of any contact with members when BD in office.

**6 Policies Update**

 Copies of policies had been emailed out to directors and printed copies were available at the meeting.

 Policies discussed included Health & Safety – needs to be updated.

 Van use policy – Explains that van must not be hired out and only used for benefit of ACC. JG said mileage sheets are needed for the van.

 Reuse Code of Practice for volunteers. Question arose whether we need to do risk assessments as part of this.

 Decided that we should ask Margaret Boyd at the director training which policies we should have in place and whether there are any more we need

**7 Work Party at centre**

Decided to try to have a work party at the centre on June 24th. To be advertised to members.

 Home Energy Scotland to come to village (Kirsty MacColl organising) so we are to have event at centre week beginning 18th June. Date to be confirmed.

 BD to chase up Eilidh Ann (ranger) for any events that may be happening.

**8 GDPR progress**

DJC sent out emails to members. Done it again and awaiting 52 replies. Email from VAL suggested we didn’t need to do it anyway, as our members sign up with their details so we can keep in touch with them. To ask Margaret Boyd for confirmation.

**9 AOB**

 Phone box – contract has been signed by BT and returned. BD to put on website about what we intend to do with it.

 Play Park – Fiona Cameron has approached ACC as she is starting to fund raise for the play park. Needs to use a constituted body to work through. Possibly form a sub-committee, which would need one director who reports back (MLM happy to do this).

 Centre cleaner – 2 people to be interviewed on Monday next, after director training. (MLM & JG).

 Produce Market – ACC to do refreshments. To ask cook to do some baking and members for help.

 Water bills – keep getting estimated bills for water at Tearoom as Na’vi have put restricted hours on Scottish Water getting into building. BD to talk to Jemma.

 Sunart Telecoms – local telecom company now up and running. Phone contract ending in July for Tearoom building, so BD to contact ST to get price for broadband and phone.

 BD to email out minutes of AG/VAL meeting.

Meeting closed at 8.30pm