**Acharacle Community Company**

**Minutes of meeting**

19th  **March 2020**

**Those present**: Marie-Luise MacDonald(MLM)(chair)/ David John Cameron (DJC) / Fiona Cameron (FC) / David Kirkham (DK) /Angela Williams (AW) / Becky Dacre (BD)(mins)

NOTE: DJC and AW were in the office at the community centre. All others were communicating by Skype due to outbreak of Covid-19 restricting meetings in person.

1. No apologies Note: AW agreed & co-opted as director

2. Bank balances Main account: £14,764.72

 Centre account: £19,151.23 include??

3. Virus policy DJC has produced a leaflet to be delivered by posties to all locals and also to go on Facebook and website. It contains contact numbers for those who need help, and details of others offering help, how ACC may be able to provide takeaway meals and how the centre can be used safely. He is proposing a change of the phone system so the hospital car scheme and the centre are 2 options when phoning the 411 number. At the present time, both numbers will be diverted to Jane or Lesley’s homes/mobiles. Lesley putting together lists of volunteers offering to help.

BD said the Community Council had been in touch and had asked if we could send out a message to our members (as we have email addresses) from them. It was decided that BD should send out our leaflet first.

DJC suggested we could do takeaway meals cooked at Shielbridge Hall. Available for pick up or drop off.

4. Reuse Project Problems with being refused access at the Recycling Centre in Fort William, and problems with lots of damp stuff in very wet shed having to be got rid of, has prompted further discussion about the future of the reuse project.

BD has spoken to Andy Hume at the Highland Council and he wants to help and will make sure we can have access to the recycling centre in future. It may be only 6 times a year and we may have to phone ahead, but he has promised to help.

We also need to minimise the amount that needs to be dumped by being much stricter on what is allowed to be taken into the shed or picked up in the van for the shed. Need clear signs in the van and the shed about what volunteers should be accepting – makes it easier for them if it is written down. BD to do.

All books have been removed from the shed and most textiles. These are not to be kept in the shed in the future and all donations encouraged to be taken to the centre.

Also to put opening times on Facebook page and details of what is being accepted etc.

Asked Angela if she could help with looking for funding for a new shed and she has agreed to help. BD has approached the crofters and is waiting for them to organise a meeting of the Grazings committee. Meanwhile BD is drawing up plans of proposals for the piece of land opposite the centre for new reuse shed.

5. Centre asset transfer AW offered to help with the stage 2 application to the SLF. LM and BD had a meeting with John MacDonald from HIE on Tuesday and he has helped with the form filling. Date for next round of SLF is 12th June.

BD asked DK if he could chase up LHA as we need an answer about the ownership/lease of the car park to go in hand with asset transfer of the centre.

6. First Aid DJC suggested a few first aid sessions for older people to help with ailments specific to them. The paramedic has offered to help. To be progressed after the virus has gone.

Staff Training - DJC has looked into online courses for manual handling/fire safety/COSHH etc. Put on hold for now.

7. Policies DJC has updated all policies but nobody has looked at them so to be discussed at another meeting. BD has been in contact with NHS Healthy Working Lives and has built up a new action plan towards creating a new Health & Safety Policy. To work on it.

8. Oil Buying Scheme BD has been in touch with DTAS about their oil buying scheme which means locals can get a cheaper price for their heating oil, delivered by a local supplier and ACC get some commission. Waiting for Craggs Energy to contact ACC with more details. BD has produced leaflets and posters to promote this once we have worked up details.

9. AOB

Play Park – FC said not much progress. All committee have approved the memorandum of understanding.

**NEXT MEETING – to be in one week’s time and by Skype probably. 26.3.20**