



# Minutes of Acharacle Community Company Directors' Meeting 1<sup>st</sup> Feb 2024

Meeting held at the Acharacle Community Centre on Thursday 1<sup>st</sup> Feb 2024

**Attendees:** -

**Directors:**

David John Cameron (DJC)  
Tracy Cameron (TC)  
Gillian King (GK)  
Karen MacMillan (KM)  
Graham Finegold (GF)

**Apologies:** -

Helen MacGillivray (HM)  
Fiona Cameron (FC)

**Staff:**

**Minutes: TC**

Item	Topic	Action
1	<b>Approval of minutes</b>	
	Minutes from 26 <sup>th</sup> Oct 23 approved by GK and KM  Minutes from 30 <sup>th</sup> Nov 23 approved by GF and TC	
2	<b>Matters arising and not dealt with in agenda</b>	
	Appointment of ACC treasurer – it was agreed that DJC would contact FC about acting as Treasurer.	FC was called after meeting and has agreed to be company treasurer
3	<b>Financial update</b>	
	Bike grant has been received and is being spent; 2 of the new bikes have arrived.  DJ Is still working on financial forecast.	<b>DJC</b> to action
4	<b>Correspondence</b>	
4.1	Community mini bus – directors would like to see a full costing for this project. Including purchase costs, running costs, staff implications, licence implications for drivers and potential revenue from the project.	<b>BG</b> – to action this
4.2	Proposal from Scruples – All directors feel that the community centre is not the appropriate outlet in view of regulatory requirements, and felt this proposal would fit better with the local shops.	<b>AD</b> – to contact Scruples.
5	<b>Monthly News letter – De Tha Dol entries</b>	
	Both Newsletter and Dè Tha Dol drafts need to be circulated to directors at least a week before being published; directors had had comments for last month's update but hadn't had time to forward them before it was published.  The Rowan room community space in the centre – we would like to see this advertised as a space that needs no advanced booking, tea coffee available, cost £1 per hour PP.	<b>All staff</b> to action development of De Tha Dol advert and monthly newsletter.



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<b>6</b>	<b>Membership applications / changes / board and office appointments</b>	
	<p>3 new members approved.</p> <p>Reminder that new members names should not appear in agenda or minutes.</p>	<b>RO</b> to action.
	<p>Directors would like an update on the applications detailed below (Oct Meeting): "6 other application enquiries, these applications need to be checked to see it possible members are all local residents. If they are not all local resident's directors happy to approve as associate members."</p>	<b>AD</b> to action
<b>7</b>	<b>Asset Management – Investment properties – café, Sunart Networks &amp; House</b>	
7.1	<p>Old Post Office Feasibility Study: Discussion was had re the study.</p> <p>Wording needs to be amended in some parts of the study.</p> <p>A few questions re financial figures in the report. GF agreed to pass his comments to DJC; the spreadsheet behind the financial basis of the preferred option would be requested.</p>	<p><b>GF</b> to email questions to <b>DJC</b>.</p> <p><b>DJC</b> to contact company re issues discussed.</p>
7.2	<p>Sunart Networks would like to change the lease they have at the PO building.</p>	<b>DJC</b> in discussions with them and will report back to directors.
7.3	<p>Structural survey on the PO Building – discussion was had re the need to have this survey of the PO Building. All directors agreed with the need for this and spend was approved.</p> <p>Highlighted was the need to make sure that the company completing the survey is going to provide everything we need and comes equipped to investigate the whole building.</p>	<b>DJC</b> – leading this
7.4	<p>The café had an issue with an inside light – BG found an electrician to repair so all good now.</p>	
<b>8</b>	<b>Asset Transfer – Shielbridge Hall</b>	
	<ul style="list-style-type: none"> <li>• The new fire alarm system has been fitted.</li> <li>• Interim entertainment licence is in place.</li> <li>• Transfer is still in progress.</li> </ul>	
<b>9</b>	<b>Subcommittee reports</b>	
9.1	<p>Play park – No Update</p>	



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9.2	<p>Community Centre – All going well at the moment.</p> <p>Directors would like to see the information re how much money the reuse makes displayed.</p>	<b>LM-</b> to action <b>TC</b> can support if needed.
9.3	<p>Regenerations officers report – was reviewed by directors' questions to be answered below.</p>	
Q1	<p>On line booking system for the bikes. How will this work? How much will this cost?</p> <p>Directors feel it is important that all staff can take bookings for the bikes. People can come into the centre and hire a bike not everyone able to access IT. The importance of having a booking system that people could use without access to IT was highlighted.</p>	<b>AD</b> to action and send info to all directors
Q2	<p>Volunteering recording and support – how is this progressing?</p>	<b>Both RO</b> – update to be sent to all directors
Q3	<p>SSE Update needed on the EV charger at the PO building.</p>	<b>BG</b> – please chase and send update to directors
Q4	<p>Re: the “What next?” section of the regeneration officer's report; no one sure what this is and in any case the deadline's past?</p>	<b>Both RO</b> to update directors
<b>10</b>	<b>Projects/ Activities</b>	
10.1	<p>Defib Grant update – we need an update on this so the project can progress.</p>	<b>BG</b> to action
10.2	<p>Cycling grant update- Grant in and being spent</p>	
10.3	<p>Volunteer management update.</p> <p>Confirmed that responsibility for safe-guarding rests with Directors, not staff and that PVG checks should be overseen by directors. Felt that this provides a safety net where volunteers get to talk with a director.</p> <p>TC to clarify the types of PVG applications we can process and KM to become a second director who can verify ID.</p>	<b>TC</b> and <b>KM</b> to action
10.4	<p>Reflection Garden - BG working on this</p>	<b>BG</b> to keep chasing ownership
10.5	<p>Community Lunches – new volunteers' rota in place.</p>	<b>RO</b> to lead event.
<b>11</b>	<b>AOB</b>	
	<p>Board Effectiveness – date set for this meeting 15<sup>th</sup> Feb at 7pm</p>	<b>GK</b> to send paperwork to other directors.
<b>12</b>	<b>Date of next meeting</b>	
	<p>29<sup>th</sup> Feb 2024 at 7.30pm</p>	