A picture containing drawing

Description automatically generated**Directors Meeting 31st March 2022**

**meeting number 21-22 11**

**minutes**

Present in person: In attendance in person:

Marie-Luise MacDonald - Chair (MLM)

David John Cameron (DJC)

Tracy Cameron (TC)

Present by Zoom: In attendance by Zoom:

Gillian King (GK)

Fiona Cameron (FC) Becky Dacre – Administrator (BD)

Apologies:

Lesley MacMaster – Centre manager (LM)

The Board is reminded that this meeting is confidential and may only be recorded with the consent of the Chair and in the full knowledge of all participating parties. The meeting was not recorded. (Quorum is 3 Trustee-Directors).

**Approval of minutes & notes of last meeting(s) chair**

The confidential record of meetings 21-22 09 and 21-22 010 formal minutes were approved for publication.

1. Matters arising & not dealt with in this agenda Chair

**A Reuse van –** The van sale is progressing. It has been SORN’d. Advertised by Facebook and sold locally to the highest bidder. Money is not to be ring fenced for specific purpose. Potential project for use of money could be roof at café which needs substantial repairs. DJC getting quotes now.

**B Financial report** . **DJC**

The Board received and noted the following financial report

Table above not up to date. The main account now has approx. £87,000 inc. HIE grant funding.

Centre acct –6 monthly review to be carried out after summer / then at 3 monthly intervals. Reducing budget allowance for centre so it becomes self-sufficient.

1. Correspondence

Email about location of defib from a member. Not happy with location, so suggested to move it to the phonebox. Signage of defib location – FC to help if needed. (Problem with ice on road up to café has been sorted). To put into DTD. Poster to B&Bs/holiday cottages etc. Phone box still requires electricity supply. Possible new use for phone box as plant swap seems popular.

1. Monthly Newsletter / De Tha Dol entries

Consideration of news item for the next edition of the De Tha Dol? **Deadline 20th April** for May edition. PK to insert details of centre closure due to development works.

Note: 21st birthday for ACC in 2022 - Tie in with opening of play park hopefully in the autumn

1. Membership applications/changes / board & officer appointments BD

Ordinary members – 2 new ones to be approved. Approved by directors present.

1. Asset management - Investment Properties – café, SN & house

A Café repairs – progress / Fire safety risk assessment – Needs to be done again once works complete. Fire/smoke alarms not fitted yet. BD to chase Scott.

B List of contractors for maintenance – TC to do. Boiler service possibly to be done by contractors doing heating work etc at centre.

1. Community Centre development PK/DJC

Project Worker report - progress so far – report from PK emailed round. All directors really pleased with work and funds being accessed. Report attached at the end of the minutes.

1. Subcommittee Reports
   1. Compliance, Governance & Financial DK

Board appointments

Chair DJC

Treasurer MLM

Vice chair TC

* 1. Community Centre Operations DJC

Progress report including building maintenance, ongoing repairs etc

Proposed developments – Hearing loop? To be looked into when LM back at work.

Kitchen – new cooker / worktops / fryers have been purchased. DJC to install. Scott to do the electrics.

* 1. Play Park project FC

Progress so far.

FC – money coming in fast. £5,000 raised from fun run / Successful Awards for all grant application £7,434 (not to be made public till after May elections). £50,000 in main account plus cash bringing total of £60,415. Applied to Ward discretionary fund for £2.600.

Asset transfer progressing.

BD has organised spreadsheets for Gift Aid donations. BD to work with FC on filling these in. Profits from whisky sales of one barrel (Ardnamurchan Distillery) to be donated to play park funds.

* 1. Grants & Charity Fund raising - consideration of offers of donations to the charity (if any) & inviting Gift Aid donations

Progress to report – Gift Aid to be claimed on donations.

* 1. Risk evaluation & monitoring

The Board considered that there were no material changes in the circumstances in which the charity is operating and that the current policies remain appropriate and adequate.

1. AOB

John dye walk packs – Advertised on FB and response large so TC/BD to sort making new ones.

Ukraine fundraiser £2,111 – Chair thanked all involved. BD to transfer money to DEC org after TC has banked it.

E Bikes – progressing. MLM to look over and sign agreement.

1. Date of next meeting

the next meeting was set for 19:30 on Thursday 28th April the meeting closed at 20.49

-------------------------------------------------------------------------------------------------------------------------------

**Project Update – Acharacle Community Centre**

**March 2022**

**National Lottery Community Funding**

This fund is now ‘live’ and we should receive our year 1 payment in one instalment in April. This includes the capital portion and 1 year of revenue funding for centre overheads, salaries and room rental for 3 groups.

I have written a draft contract for the 3 groups – Ewen’s Room, Lunch Club and Baby Wellbeing group, please could you look at these and let me know any suggestions. The t’s & c’s are mostly copied from the new centre booking agreement form.

Ewen’s Room are looking to run a youth group, starting in May. They received funding this year for 2 new project workers who will focus on youth wellbeing. I met them at the centre and both had a lot of great ideas for the sessions. They will promote the sessions and provide us with posters etc.

Baby Wellbeing group are currently running another baby massage block of sessions and will use the space for a variety of parent and family activities after that. Details will be advertised when finalised.

Lunch Club will run their 1st trial day on Friday 20th May from 1-3pm, with catering provided by Jill at Ardshealach Lodge. It was agreed that they could aggregate the funds on a monthly basis to provide 1 session and contribute towards the food costs.

We have not reached a decision on spending the capital funding (flooring, kitchen items, sealing windows, new doors or door repairs are current priorities. The budget is just over £11k.)

**Renewable Energy**

We are awaiting funds being deposited in our bank to begin the payments to MacInnes group for our new heating and solar system. These were expected in March and should arrive shortly.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
|  | Cost inc VAT | CARES | CARES % | Balance after cares | Max HIE % up to 90% | HIE | SSE |
| Item |  | | | | | | |
| Solar PV | £23,806.60 | 14,283.96 | 60% | £9,522.64 | 30% | £7,141.98 | £2,380.66 |
| Battery | £9,139.56 | £5,483.74 | 60% | £3,655.82 | 30% | £2,741.87 | £913.96 |
| ASHP | £57,092.07 | £42,819.05 | 75% | £14,273.02 | 15% | £8,563.81 | £5,709.21 |
| Insulation | £3,804.00 | £1,141.00 | 30% | £2,663.00 | 60% | £2,282.40 | £380.60 |
|  |  |  |  |  |  |  |  |
|  | £93,842.23 | £63,727.75 |  | £30,114.48 |  | £20,730.06 | £9,384.42 |

The new system is 100% funded by CARES, HIE and SSE and hopefully no additional costs will arise. I hope it can be carried out in one go during April and will let everyone know once the deposits are paid and materials are ordered.

**Road Sign**

The Highland Council have agreed to put up a new sign at the end of the road for us. A new quote from All Round Signs reduced the price of £166 because mounting posts are not needed now. I will circulate the design before completing the order.

**Room Rental**

Ewen’s Room have expressed an interest in renting the Birch room as a base for their organisation. The project workers and Becky Drinkwater (administrator) saw the room on 29th March and were really keen although they need approval from Malcolm and Rosie.

Lovely new door signs by Chris Pritchard (With Nail & Aye) from Arisaig

A white board with a sign on it

Description automatically generated with medium confidence A picture containing text, indoor, green, table

Description automatically generated A white board with a sign on it

Description automatically generated with low confidence