

Minute of Meeting of Colintraive and Development Trust Board

Thursday 15th June 2017, 15:00, Glendaruel Hall

Present: Charles Dixon-Spain (CDS); Jim McLuckie (JMCL); John Shiveral (JS)

In attendance: Emily Brennan (EB); Charlie Collins (CC)

Apologies: Colin Boyd (CB); Sandra Wilson (SW); Cathy Grant (CG); Stewart Miller (SM); Alex MacNaughton (AM); Cathleen Russel (CR)

As the board meeting was not quorate, it was decided that any decisions to be made would be emailed to the board after the meeting.

*Initials in **bold** indicate actions.*

Minutes from May could not be approved, and will be presented at the next board meeting

- Minutes need to be published on website. **CDS** to provide instruction on uploading the minutes to the CGDT website over the telephone. **EB / CDS**
- EB to get co-option papers in order for CR to join the board
- CDS now member of Glendaruel Village Hall committee

Financial and Administration

- EB presented her report to the board and the Electronic Payments schedule for the month was held over for approval at the next meeting.

GM Recruitment

- EB to provide HIE GM financial breakdown this month to enable next steps to be taken in recruitment.

ARC 2

- CDS reported that the project has now a tentative budget and confirmation from the Village Hall committee that there are at least 2 days a week when a creche of the type proposed could be held
- Funders need to be sought and applications made. **EB / CDS**
- **EB** to start recruiting families.
- For presentation to the board at the next meeting

Stronafian Forest

PCF

- Suggested that the PCF project combines with CWay to provide a venue for training. **CC** and **EB** to write up for presentation to the board and the CCF.
- **EB** to go back to PCF to confirm the revision is acceptable.

Access

- **CDS** to email Board re: Letter of Comfort for approval
- Application to Scottish Gov't Rural Services has been made by CDS before the deadline of the 31st May
 - Map of application available here:
<https://drive.google.com/open?id=1T34Ge6iMsHN4KnWenL3jqNtcbel&usp=sharing>
 - Should hear within 8 weeks of the application being made ie. end of July
- Harvesting now being undertaken by tenant above the cairn. There is an opportunity to ask the tenant to make an unfinished path from forestry access to the chambered cairn area (slightly to the north of the suggested link at d(i)). **CDS** email the board for approval once **CC** has sent gps trail to CDS.

Clachan Hub

This has not moved forward, but these points included from last minute

- **CDS** to present draft documents to Big Lottery after circulating to board, SKS Consulting and INCH architects
- Agreed to form the Shadow Board and ask for volunteers from stakeholder organisations to take forward from next meeting

The Cowal Way

- CC presented his report
- JM presented SM's report
- Aside from the discussion of the proposal for the PCF project, ticket sales for the Cowal Chase were mentioned, but no action proposed.

KCB

- Procurement ongoing

AOCB

DONM

- 20th July, Colintrave Village Hall
- 17th August, Glendaruel Village Hall
- 14th September, Colintrave Village Hall

APPROVAL

Proposed _____

Seconded _____

Signed _____

Director's Meeting

Confidential Note to be circulated separately.

Matters Arising

- A conflict of interest policy document has been drafted using best practice examples from OSCR and other associated organisations to cover both directors and the trusts employees / contractors. **Board to approve at next meeting.**

Employment matters

- **Redundancy payments.**
This matter has been resolved with regard to the Cowal Way employees.
- **Pensions**
Ongoing, for report next time.

Outstanding matters from previous meetings not discussed:

1. Newsletter
2. Recruitment drive
3. Forest Group Meeting