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| Minute of Meeting of Colintraive and Glendaruel Development Trust Board Sunday 17th November 2013; 14.30; Glendaruel Hall. |
| **Present:** | Charles Dixon-Spain ; Sandra Wilson (SW); Jim McLuckie (JMcL); Colin Boyd (CB); Alex McNaughton (AMcN); Bill Carlow (BC)   |  |
| **In attendance:** | Rhona Sutherland (RS) |  |
| **Apologies:** | None |  |
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| **Appointment of Board Members:** | CDS reported that he had responded to Bridget Paterson and that Michael Kaufman still intended to become a board member.  |  |
| **Previous minutes:** | The adoption of the draft minute of the meeting held on 21st October 2013 was proposed by AMcN and seconded by JMcL..  |  |
| **Staff**  | CDS reported that office accommodation was a problem for the increased staff numbers. Currently a combination of home-working and hot-desking was allowing work to be completed but the former necessitated recompense for home office costs. This was discussed and JMcL suggested that the rate previously used for the Warmer Colglen project should be employed.AMcN raised the problems associated with RS’s retirement and the absence of funding with which to replace her. CDS reported some progress with discussions with HIE in this respect; there was a possibility of a partially funded post but not likely before April 2014. The options for finding funding for the remaining 60% of the post and the temporary division of responsibilities among the board members were discussed. |  |
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| **Accounts:** | A financial report had been distributed by RS prior to the meeting. Electronic payments were authorised by CDS and CB. The current balance was £96.5k, with two claims outstanding. BC requested and received confirmation that all projects were running within budget and made some enquiries regarding the monitoring of general expenses relating to specific projects.The requirement for a new appointee to become another signatory for the CGDT account was discussed. The board supported this provided that the new appointee was comfortable with the responsibility; CDS would ask her. | CDS |
| **Policies:** | SW reported progress. |  |
| **Greener Colglen:** | Sara McLean and Niki Woolf had been appointed and had begun work on the project. A computer was being purchased. A request for approval to apply for funding to the Rural Network Community Food Fund was submitted to the board and approved. Some problems with the site for the Glendaruel polytunnel had been identified. |  |
| **Stronafian FO’s Report:** | MC had reported the following:* The feasibility study for the Community Wind Project was due.
* The forest working group had 28 members and may splinter into interest groups.
* A meeting to determine interest in the proposed forest crofts had yielded six registers of interest. CB was concerned about our ability to deliver the croft outcome to these individuals within an acceptable timeframe.
* JMcL would meet with MC and the consultants to discuss the map that had been produced. There were concerns that it was more of a vision than a practical plan.

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| **Hydro:** | BC reported that he had considered in more detail the six most likely sites identified in the baby hydro report. He explained the Cares Loan Scheme and the three options for making progress with the projects. There was extensive discussion of the identified sites and their ownership. The board supported BC’s recommendation that an exclusivity deal should be struck with the relevant landowners. BC would proceed with this. | BC |
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| **Cowal Way:** | JMcL reported that progress with Scotland’s Great Trails was unlikely until next year. He had planned meetings with the caravan park bridge contractors (possible relocation of old bridge to CW), Portavadie Marina (help with drains, fingerposts etc), and the A+BC Access Officer. JMcL also reported his intention to apply to the Coastal Communities Fund for funding. |  |
| **Correspondence:** | * Rural Housing Conference in February: no action
* HIE Community Assests Team questionnaire: completed
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| **AOB** | There was a discussion of the advantages and disadvantages of staff attending board meetings rather than submitting reports for consideration at meetings. It was decided that staff should be consulted to determine their preference.AMcN wished to resurrect the Pontoon Project; this would be an item on the agenda of the next meeting. |  |
| **Future Meeting:** |  The next meeting was arranged for Monday 16th December 2013 at 16.30 in Colintraive Hall. |  |
| **ADOPTION:** | **Proposed:**                            |  |
|  | **Seconded:** |  |
|  | **SIGNED:** |  |
|  | **Chairman:**   |  |
|  | **DATE:** |  |