Present: Joan Bishop **JB** (Chair)**,** Gordon Sutherland **GS**, Paddy Murray **PM**, Jim McGillivray **JM**, Alison MacWilliam **AM,** Yvonne Ross **YR**, Neil Hampton **NH**, Lynne Mahoney **LM,** Jayne Pagan **(JP)**

Apologies:Catherine Moodie **CM,** Kerrie Stevens **KS**

|  |  |  |
| --- | --- | --- |
| 1. | Minute of meeting of 29 October 2019 | The minutes were proposed by **GS** and seconded by **PM.** |
| 2. | Matters arising not covered elsewhere | 1. Coastal Communities Fund: **JM** reported that Highland Council doesn’t yet know how the fund will be managed, possibly some sort of a bidding system. He would report to the Board as soon as he knows.
 |
| 3. | Dornoch Hub | 1. Progress on purchase: this is proceeding well.
2. Planning permission: this has now been granted.
3. Building Warrant changes: this is being finalised and expected the following week.
4. Fuel tank contamination update: the cost of removing this is estimated by Police Scotland contractors at nearly £7k; The purchase price has been reduced by £5k which the Scottish Land Fund will honour for DACIC to arrange alternative contractors.
5. Update on lets: Highland Patissier has pulled out. Changes have been made to the layout upstairs to better suit the needs of the tenants.
6. RCGF Stage 2: the outcome will be known in January. If the funding required for the redevelopment isn’t granted, it will be necessary to implement a phased development. Beatrice funds are specifically for the gym plus £50k from the town centre regeneration fund for rewiring & heating upgrade.
7. SSE funding bid: sustainability fund, application due January – **JB/CM** will speak to them to find out the best size of bid to put in – either an alternative source of capital funding or revenue for community use.
8. Tender process: **KS** is currently working with the architects on this.
9. Use by local police force: **JB** reported that she had recently met the Chief Inspector Jamie Wilson who has arranged for the key to be kept in Dornoch to improve access for us. He asked whether the police force would be able to use the accessible meeting room at the front in the evenings. Although they would not be able to pay for the use, it would mean a police presence in the town. It was unanimously agreed that this was a positive idea.
10. Rooms G17, F8, F17 and cell G28 are still vacant.
11. Pot 170 – Developer contributions for Community Facilities. £29k was available from the Royal Golf apartments. **JB** will find out what the limitations are on spending. Another £20k is due from Springfield.
12. Donation of sofas and kitchen by Balnapolaig Steading: **JP** was pleased to be able to donate these to The Hub but would like the kitchen to be removed from Balnapolaig by January and the sofas by March.
 |
| 4. | Project Curlew | 1. SLF2 application update: submission in January for Phase 1 car & coach park. This is tied in with the VDLF, for which work has to be awarded by the end of March and on partnership working with THC below.
2. **JB** reported that a meeting with Highland Council was scheduled in January to progress discussions about a car and coach park. Highland Council has to make a business case for the income stream from charging to cover the capital costs. The Rural Tourism Infrastructure Fund opens in 2020 which THC can apply to, to support capital costs.
3. THC are due to start consultation on charged car parking generally which will be agreed by the local Area Committee in January.
4. **JB** to contact HIE to see if they would be in a position to support purchase of the land should SLF 2 fail.
 |
| 5. | Catherine Moodie and Kerrie Stevens reports | **KS** submitted a written report to the Board. She is currently working with the architect to finalise the tender documentation.**CM** submitted a written report to the Board.  |
| 6. | Membership and Stakeholder applications | No new applications.  |
| 7. | 2019 plan |  |
|  | a. Visitor Centre | 1. There were 2,553 visitors in October, up 19% on 2018; 1097 in November, up 6%. Year to date was down 2% at 29,658.
 |
|  | b. Business Group | 1. BID/SID and winter brainstorming: the date was set at Thursday 16 January at 7pm at RDGC. All business group members would be invited. It was suggested that breakout groups could discuss different themes, following on from discussions at the AGM: social media & marketing, events and BID/SID.
2. New events: Food & Drink in April, to be discussed on 16 January, along with Susan Brown’s idea of a wind festival.
3. Trade directory: there was no further development on this. It was felt that this was something which could come out of the BID/SID, so would be left for the time being.
 |
|   | c. Month by month plan. | 1. Dornoch 2020 leaflet: businesses are to be contacted. **JB** will follow up in January.
 |
|  | d. Community updates | Dornoch Community Council: **YR** and **PM** reported that they had been re-elected.DADCA: Nine community markets are scheduled for 2020, from June to August. **PM** was looking for volunteers to help clear up after the Hogmanay street party, from 8-11am.Embo Trust: this is now quiet for the winter season, until the end of March. UHI: four flats are to be constructed at end of student accommodation. **AM** reported that work had started on the extension at the Burghfield, despite Ross House not yet being sold. It was anticipated that the ‘Centre for Golf’ would open in August 2020 in time for the new academic year.Historylinks: **LM** reported that there was no progress on the extension. The pilot project of young curators’ club had been excellent and they now have funding to 2021. The Longhouse project has started and various events are planned until the end of March, culminating in a conference on 28 March. The Museum’s summer exhibition will be on the longhouse project, and will include things such as thatching, constructing, leatherwork, silver-smithing, spinning and dying. There may be some overlap with Fibrefest and **LM** would consult with Sally Wild and Anne Coombs to discuss.RDGC: **NH** reported that things were moving on with the new clubhouse. Forward bookings were good and were ahead of this point last year.  |
| 8. | Financial statement | Report presented to 30 September |
| 9. | AOCB | 1. The Kyle of Sutherland has now published the Sutherland Community Surveys – including Dornoch. This will be considered at the next meeting.
2. **JB** reported that DACIC was now a member of Social Enterprise Scotland, which was free of charge, and that she would attend a meeting in Inverness on 16th January.
3. Building Social Enterprise Boards: this offered 10 hours’ free consultancy, helping communities to become more enterprising, sustainable and strategic. Applications are to be submitted by 18 December. **JM** reported that he would submit an application for Embo for support with succession planning.
4. Website competition: **AM** reported that of the 6000+ correct entries, over 4000 were submitted by the same person who had won it for the second time this year. **JB** reported that there had been a broken safety check on the website which had now been resolved and she hoped this would reduce ‘robot’ submissions. It was agreed to change the rules to say only one win within a calendar year.
 |
| 10. | DONM | Thursday 30 January, 7pm RDGC |