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

Apologies:Kerrie Stevens **KS,** Gordon Sutherland **GS**

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| 1. | Minute of meeting of 30 January 2020 | The minutes were proposed by **NH** and seconded by **YR.** |
| 2. | Matters arising not covered elsewhere |  |
| 3. | Dornoch Hub | 1. RCGF Stage 2 – the outcome is now expected at the end of February.
2. Update on lets – G17 is vacant again.
3. Tender was issued on 10 February on Public Contracts Scotland website; bids are to be returned by 6 March. Several contractors have visited the site and there has been a lot of interest (see KS report).
4. SSE funding bid submitted – **CM** has been liaising with them and they have been very helpful (see her report for details).
5. Town Centre Fund (TCF) first report supplied.
6. Pot 170, Developer Contribution for Community Facilities update – the committee tasked with dealing with this is supportive, but they need to develop a policy which will pass verification back to the Area Committee. This funding would be for the community room.
7. Gym update – the flooring is still problematic due to there being a 70mm drop from front to back. Screeds, ply etc were looked at as possible solutions. Three companies specialising in gym flooring have been asked to give quotes. Building control have allowed a single toilet, but this must be disabled access, so some further amendments need to be made.
8. Asbestos Survey completed – the initial report shows there is a small amount of asbestos in the boiler room and in the mastic that seals metal ducting in 2 or 3 places and some in the door frames, which will need to be taken down.
9. Utilities & Rates – **JB** mentioned that The Hub has been signed up to the Scottish Government framework system for electricity & water. **JB** to follow up rebate on rates
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| 4. | Project Curlew | 1. SLF2 outcome expected on 19 March
2. THC Business Case is still outstanding. **JM** is chasing up.
3. VDLF Update – meeting with ANM on 20 March. VDLF has to be committed in this financial year, so time is short.
4. RTIF through to stage 2 –**CM** to request an application form, which is due for submission by 10 July.
5. Consultation on parking (nothing received by DACIC). **JM** mentioned that Dornoch is in Phase 2 – once this goes live on the HC website, DACIC will spread the word.
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| 5. | Dornoch Beach Award application | **JB** mentioned that the last risk assessment was done in 2014 by RNLI. **CM** to complete the application, which must be done yearly. **JB/CM** to follow up with Sandy Fraser who is retiring as ‘Beach Manager’ and set up a meeting to go through the form.  |
| 6. | Transport Grant Offer | **JB** had meeting with transport department at Highland Council. DACIC had applied for funds to contract hire a 7-seater car. They were only granted £4750, so it is necessary to look into alternative options. **JB** suggested a small 5-seater such as an Aygo. This would be to take people to Dornoch for activities or to go to appointments outside Dornoch eg hospital in Golspie. People over 25 could drive the car themselves. **JB** attended the Sutherland Community Transport Forum in Lairg to hear the experience of Kinlochbervie and Durness. The Highland Council may be able to lease DACIC an older 8-seater diesel car from Skye.  |
| 7. | Catherine Moodie and Kerrie Stevens reports | **KS** submitted a written report to the Board. **CM** highlighted a few funding bids that she was currently working on, the detail is on the report submitted. Board members were asked to take photo/video evidence of parking problems at peak times.  |
| 8. | Membership and Stakeholder applications | No new applications.  |
| 9. | 2020 plan |  |
|  | a. Visitor Centre | 1. There were 663 visitors in December, the same as in 2019.
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|  | b. Business Group | 1. SID next stages: **NH** reported that he and the other three members of the new steering group gathered today for its first meeting. He highlighted the fact that they require more people on the steering group and for those people to go out to the business community to discuss the concept of the SID. The steering group also discussed how the different community bodies would fit into the picture if a SID were set up - for example, what would DACIC’s remit be and how would they be funded? **NH** felt that they needed to speak to all the community organisations to get a clear picture which could be presented to businesses about who did what. The benefit of having the SID is additional income is to be able to employ extra staff and to fund projects & events. **YR** indicated that the social aspects need to be considered. She felt that there are so many groups which look after specific things and there needs to be more collaboration.
2. Social Media meeting on 10 March with Ginny Knox (Embo House). Lucy & Lou will attend.
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|   | c. Month by month plan. | 1. JB to arrange for Viki Mackenzie to take new photos for website.
2. Digital Screen at i-Centre Inverness – it was agreed that it was worth advertising here. The i-Centre is in the High Street and has high footfall.
3. Dornoch 2020 leaflet will be ready in time for VS Expo.
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|  | d. Community updates | 1. Dornoch Community Council – **YR** reported that the CC will submit an objection to the ESRA building development on the basis of visual impact, aesthetics, dimensions, parking, and environmental impact. The CC support ESRA absolutely, but not the building as it was proposed. Historylinks – the offer to purchase the land was rejected. RDGC – agreement moving forward. Everything is currently in the hands of the solicitors. The Community Council is proposing to establish an award system for unsung heroes.
2. DADCA – **PM** reported that Fibre Fest is coming up and bookings were reasonable. Flowers and Fairs: DADCA had put out an advert to try and get more volunteers – if none come forward, DADCA will fund someone to take on the watering. **YR** mentioned the idea of a town manager, to look after flowers, opening the toilets and so on.
3. Embo Trust – **JM** reported that the accounts are complete and now require a full audit. They Sutherland Sessions gig had played to a full house last week.
4. UHI – **AM** reported that the project is running 7 weeks behind schedule and they are looking at a phased entry.
5. Historylinks – **LM** reported that the Longhouse Project finishes on 28 March with a conference, the project is going extremely well. Young Curators – this now consists of about 13 children, 8-12 year olds. The next project with them will be in Embo. Historylinks will be getting a 300-year old dress just before Fibrefest and they will have a Bronze Age beaker on loan this summer from Dunrobin. Workshops have been very well attended and followed by a blog which has generated a lot of interest.
6. RDGC – **NH** mentioned that the Community Fund closed on Friday and they had received a good number of applications.
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|  | e. VS Expo, 1-2 April | **JB** indicated that 10 appointments are booked on Wednesday 1 April, with 18 to be filled; 7 appointments booked on Thursday 2 April, with 19 free. **NH** reported that he is attending with a team of 6 from Golf Highlands. **JB** would be attending with Ginny Knox, Maggie Homes, John Duhigg and Gordon Sutherland.  |
| 10. | Financial statement | **JB** had circulated this to members before the meeting. Reserves are running down due to costs incurred by the Police Station.  |
| 11. | AOCB | 1. Golf Club consultation – this has been stopped by Highland Council but updated negotiations underway as discussed above.
2. Sutherland Contractors & THC Approved List. **JB** asked if DACIC could write a letter of support of local contractors. **JM** indicated that this should go to Carron McDiarmid at the Highland Council.
3. The real living wage increased to £9.30 per hour in November. This is a 30p increase on last year. It was agreed that all VisitDornoch staff pay rates will increase by 30p her hour from 1 April.
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| 12. | DONM | 19 March 2020, 7pm at the RDGC. |