The Dornoch Area Community Interest Company

Company Registered in Scotland: Registration No 327565

MINUTE OF DIRECTORS MEETING 11th July 2017

Present Joan Bishop (JB), Neil Hampton (NH), Jim McGillivray (JM), Gordon Sutherland (GS)

Attending Christine Callingham (CC)

Apologies: James Dillon (JD), Alison MacWilliam (AM), Anne Coombs (AC) and Lynne Mahoney (LM)

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| **Item** | **Point of Information/Discussion/Decision** | **Action** |
| 1. Minute of Meeting 13 June 2017 | Proposed JM, seconded GS |  |
| 1. Matters Arising not covered elsewhere | **a**. Bank of Scotland (BoS) Closure – Letter received from BoS outlining that the decision to close was commercial. Meeting between DACIC and BoS refused.  **b**. BoS met with RDGC. Bank closure for geographical reason rather than necessity. Felt there had been a lack of engagement by BoS with the Dornoch business community.  Proposal for a mobile banking facility where deposits can be made of £5000 plus cheques.  Appeared to be conflicting information re DACIC letter and RDGC meeting e.g. no information on mobile banking provision.  **c**. It is hoped to arrange a meeting between Jamie Stone MP and BoS.  **d**. BoS plan to remove the current large capacity ATM. This is being strongly resisted. Suggestion that RDGC could have ATM and potentially another sited at proposed driving range. 10 of the smaller ATMs would be needed for equivalent capacity to BoS one.  **e**. SURF awards application. NH, JB & GS have looked at this and didn’t think Dornoch was a good fit. However AM is due to report back to next meeting (not present) | JB  AM |
| 1. Director’s Resignation | Jacqui Hamblin has tendered her resignation with immediate effect as director and Company Secretary. Gordon Sutherland agreed to take over as Company Secretary and third bank signatory. This leaves us with 8 directors and highlights the need for more. |  |
| 1. Membership & Stakeholder applications | **a.** No new applications. |  |
| 1. 2017 Year Plan | **Dornoch Whisky Festival**  Brochure and dedicated website nearly completed.  22 tables already sold for Grand Tasting event  Sutherland Sessions to organise and run a ceilidh.  Raffle and prizes organised. Many local businesses involved.  Focus on independent bottlers.  **Visitor Centre**  June visitor numbers 3765 v 3298 last year. YTD 9680 up 31%.  **Business Group membership 2017/18-**  Oyster Shed closed. Subscription credited to Clay Pigeon Shooting at Pitgrudy (closed due to ill health)  Glasstorm in Tain to join as associate member for £100.  Possibility of DACIC liaising with Tain business group.  **Developing cruise liner market** – Loss of BoS ATM will be a concern. Foreign currency exchange is also an issue – check service provided at the Post Office. JB in touch with 4 handlers and has coach times in advance that are shared with business group and Dornoch Ambassador.  **Pensions-** JB & GS met last week. Deadline for letters 31/10/2017  **What’s On Month** monthly plan – 14th-16 th July Book Fair cancelled.  **Donald Ross Trail** leaflet ready to be signed off.  **Pictish Trail leaflet** – Text has been sorted. Photographs to be sourced.  **Rosamunde Pilcher/ “Winter Solstice” Trail** – CC has reported a company in Inverness do tours to Dornoch highlighting places of interest that feature in the book. CC to contact tour provider to see if they would like to be advertised in What’s On and also suggest venues where their clients may wish to eat. Dornoch Ambassador to be advised of Rosamunde Pilcher connection.  **Project Sweep –** Several individuals and organisations have expressed support for the development of a Curling Rink/Events Venue on the old abattoir site (Dornoch South). The rink would function from November to March. Out with of those months the area would serve as a venue to cater for weddings, films, conferences and musical events. A sub-committee has been formed to progress the plans.    The golf club plans for the driving range at the south end of abattoir land will be discussed at the RDGC AGM 11th August 2017. | NH  JB  JB & GS    AC  AC  CC  JB  GS/NH |
| 1. Financial Statement | The financial statement to 1st June was presented. |  |
| 1. MDO Report | Facebook likes 5266, now working on walk or cycle of the week. Offer section has late availability and mobile app offers. Monthly newsletter to 4000 and 4 news posts per month. |  |
| 1. AOCB | **a. Copyright Issue** -Undiscovered Scotland contacted JB that one of the photographs appearing on our website had been taken from their website. A letter of apology has been sent explaining that the image was used in good faith and that the image has since been taken down.  **b. Press and Journal online NC500 advert**- five small businesses have responded paying £20 each towards £150 to advertise.  c. **Visitor Survey-** accommodation providers have forms.  **d. HIE** update – Rachel Skene our new accounting manager.   * HIE have been asked to pay for cost of drone footage to create a Dornoch video for cruise liner marketing * HIE to help with sustainability/succession planning. For example, JB will be leaving in 12 months’ time. Who will succeed JB? Will DACIC become self-sufficient? DACIC to become a ‘Social Enterprise’? * **Graduate Placement Scheme -** Consideration to be given for a graduate placement scheme. HIE to pay 70% of grad’s salary. The shortfall cost of £6000 too much out of DACIC funds. JM suggested graduate could perhaps be shared with DADCA Possibility of RDGC contributing £500 to each. Start date 27th November 2017 for 1 year (or 6 months). Graduate to be based in Highlands. JM to contact Alan Fleming re possible accommodation in UHI student block. Detailed work & supervision plan required. Application deadline 21 August. * **DACIC Board Blue Sky Thinking –** possibly with consultant David Gass who has worked with Golf Club and Business Group previously. This might include DADCA directors too as some projects are overlapping (e.g. Curling rink as Wedding Venue with Fitness Centre).   **e. MSP Town Visits**  26 July Gail Ross MSP to Dornoch   * JB to send briefing papers to JM.   **f. Quintipartite update-**  Community Council reviewing management rules for Common Good Land.  g. **Merchandise at Visitor Centre** e.g. cloth bags, pens, books on Caithness and Sutherland, North Coast book and memorabilia. Approved in principle but JB to check with staff that there is space.  h. **Historylinks** has requested that the Dornoch Ambassador hand out half price vouchers for the museum to coach passengers. Agreed.  **i. Daymark Points** – coastal markers to attract visitors. Dornoch not currently included but JM will follow up letter from Highland Council requesting additional locations.  j. **Burn Clearance** – NH and GS are arranging this on 1st August | JB/JM  JB  JM  NH/GS |

Meeting closed at 8.28pm.

The DONM is 12 September @ 7pm at RDGC.

These minutes prepared by Christine Callingham 01/08/2017.