

Minute of the meeting of **DACIC** board 18<sup>th</sup> August 2021

Present: Joan Bishop **JB** (Chair), Luke Watson **LW**, Shona MacDougall **SM**, Jim McGillivray **JM**, Neil Hampton **NH**,

Apologies board: Lynne Mahoney **LM**, Gordon Sutherland **GS**, Paddy Murray **PM**

Apologies staff: Catherine Moodie **CM**, Lesley Strang **LS**

1.	Minute of meeting of 15 <sup>th</sup> July 2021	The minutes were proposed by <b>JM</b> and seconded by <b>NH</b>
2.	Matters Arising not covered elsewhere	<ul style="list-style-type: none"> <li>a. Changing the registered office to the Hub as agreed in last meeting is still outstanding</li> <li>b. Accounts modified, completed and now submitted to Companies House</li> </ul>
3.	Dornoch Hub	<ul style="list-style-type: none"> <li>a. Building Control – completion certificate issued &amp; 2.5% retention paid, with final 2.5% due on 1<sup>st</sup> January 2022.</li> <li>b. Invoice from OBC for fire door corrections to be challenged by Iain Levens.</li> <li>c. Activities Co-Ordinator (National Lottery funded) – has resigned - advert out for replacement &amp; Youth workers. There has been no interest so far. <b>JB</b> has emailed a previous Youth Group worker and reply awaited. Potential for partnership working with Kyle of Sutherland Hub to be pursued. National Lottery funding ‘delivery year’ is from end of October.</li> <li>d. Lesley Strang – moving to flexible working from September as Events work resumes, so additional Visitor Centre staff needed. <b>JB</b> having meeting 20<sup>th</sup> July to finalise flexible working and cover</li> <li>e. Iain Levens is not taking F15, so space being advertised. Interest from Carnegie Whisky Cellars but at reduced rent. Decision WC23rd Aug.</li> <li>f. Opening on Fri 17<sup>th</sup> Sep 2-4 for funders &amp; board – four funders attending so far (Liz Howard HIE/Scottish Land Fund, Eann Sinclair HIE, Marianne Townsley, SSE Renewables, Alan Cormack, Police Scotland). The format will be a presentation in the conference room and a walk around and meet some tenants. <b>LS</b> to contact tenants for availability. During Sat 18<sup>th</sup> and Sun 19<sup>th</sup> the Hub (G4, G20 and F1) will be open to the public and invited groups. <b>SM LW</b> available both dates, <b>NH</b> available Sun 19<sup>th</sup> only. Other board members will be asked to confirm availability.</li> <li>g. Velux Windows in F17 needs replacing – tenant has raised concerns. <b>LS</b> getting updated quote for this and include windows in Comms room and the Landing.</li> <li>h. Lesley Strang report – Sent by <b>JB</b> to all members prior to meeting. <b>JB</b> highlighted some of its points. Door in G5 still outstanding but required for the opening on 17<sup>th</sup></li> </ul>

		Sept. Other issues with 2 doors not closing correctly. Heating system been fixed and radiator in disabled toilet now turned down to safer level. Still awaiting planning for signage outside. Vintage shop and gallery progressing. Test evacuation to take place by <b>LS</b> .
4.	Project Curlew	<ul style="list-style-type: none"> <li>a. Bid to Better Places Fund for £75k rejected – report from Maree Todd MSP - no appeals process and rejected due to the time it would have taken complete, they want projects up and running this year.</li> <li>b. The Highland Council reviewing £120k investment – <b>JM</b> confirmed this will go to a full council for verification 9<sup>th</sup> Sept.</li> <li>c. RTIF want three EV points if cut back version required instead – THC EV team &amp; RTIF will fund</li> <li>d. Contractor has stated still 6-8 weeks lead time for materials, but supply chain is improving</li> <li>e. RTIF and TCF been extended awaiting clarification.</li> </ul>
5.	C Moodie report	<b>CM's</b> report was circulated.
6.	Coronavirus	<ul style="list-style-type: none"> <li>a. Beach Award – Dornoch successful and congratulated on improvements, the parking and wheelchairs.</li> <li>b. Visitor Centre –362 visitors in June down from 4255 in 2019. <b>NH</b> does not believe that we should read too much into these figures due to the impact of Covid and lack of international visitors. Increased signage on building and in shops is supporting new location.</li> <li>c. VisitScotland recovery Destination Marketing Fund for Sept 21-March 22 campaign- awaiting outcome</li> <li>d. Venture North (VN) Workshops report submitted – board views on the report. <b>JB</b> welcomed plan for VN to gather business data. <b>NH</b> thought very well put together report but highlighted the large number of actions which makes it difficult to achieve. Agreed that board members review and give <b>JB</b> suggestions of top 3/5 actions focused on value and impact.</li> <li>e. Highland Coastal Hotels – Community Liaison Group – 24 August, <b>JB</b> queried salary of current vacancies as Highland Coastal Hotels committed to living wage but rate is below that and will raise at the meeting.</li> <li>f. Hogmanay Street Party – should this go ahead – what conditions? Update from <b>JB</b>. Following discussion agree with <b>LS</b> recommendation to wait until September to see the effects of 'The Gathering' - large outdoor event in Inverness.</li> </ul>
7.	2021 Plan	<ul style="list-style-type: none"> <li>a. Adapt &amp; Thrive bid updated to include match funding for BID posts £37k submitted last week, expected response in 21 days (31 August)</li> <li>b. UKCRF outcome awaited – had been expected July</li> </ul>

8.	Community Updates	<ul style="list-style-type: none"> <li>a. Dornoch Community Council: <b>JM</b> updated on meeting that took place yesterday, municipal matters including the disabled parking spaces in High Street and bus stances in the Square. Negotiations taking place with Dornoch Hotel re sight improvements by realigning the corner of Stafford Road/ Grange Road. Toilet refurbishment going ahead in October.</li> <li>b. DADCA: No meeting this month</li> <li>c. Embo Trust: <b>JM</b> updated, successful events have taken place, BBQ and Car Boot sale.</li> <li>d. UHI: <b>SM</b> updated, Changes to senior structure have taken place Chair, Vice Chair and 5 new board members, some other staff changes to come. Still issues with Dornoch hospitality course in terms of sign-ups. Meeting held with local businesses – would foundation course be better than chef only? – parents need convinced of career opportunities.</li> <li>e. Historylinks: July income up from last year, footfall down due to restriction but due to UK visitors the Gift Aid has substantially increased</li> <li>f. RDGC: Lease extension going to Sheriff Court for final approval allowing planned work and updates to proceed. Starting to see small numbers of Americans returning, mostly member but first 'tourist' group this week.</li> </ul>
9.	Financial Statement	These were noted to the end of July
10.	AOCB	<ul style="list-style-type: none"> <li>a. Common Good Land consultation. Both River Street and Well Street proposals were supported by the board. <b>JM</b> reported that interest has been noted in the old wooden hanger at the airfield – so a closing date will be set.</li> <li>b. Dornoch Spar &amp; other proposed developments &amp; signage for Retail Park. John Murray had shared his plans for new buildings behind the Dornoch Spar which he is currently renovating. He has also inquired about grant support for a new sign for the Retail/Business Park. The current sign was erected by DACIC prior to existing board membership (pre 2013). Both buildings &amp; signage would be subject to planning consent, so the board will comment at that time. The proposed sign is £1295 +VAT to be shared amongst at least eight businesses. We are not aware of any grants in support.</li> </ul>

		<p>c. Seagull issue in Dornoch is getting worse, Barbara Morrison had emailed the board, highlighting the health &amp; safety concerns with residents being dive bombing. <b>JB</b> has information on a licenced pest control agency successfully used by Nairn BID – to be passed to the Community Council to action.</p> <p>d. Luke Watson – Director nomination, board present agreed and Luke was thanked for joining the board.</p> <p>e. Kennels to Zero Waste Food Larder, <b>JB</b> put to the board for Charles Minall of Dornoch Firth Group (DFG) to move from the West Church Hall to the Hub on low cost one year lease. DFG to fund repairs required. All agreed.</p> <p>f. <b>NH</b> – air strip, THC want to review the viability of the site, which will be subject to community consultation. Initial thoughts of the meeting support retention of this valuable asset.</p>
11.	DOMN	Thursday 16 <sup>th</sup> September at 7pm in the Hub