

Minute of the meeting of **DACIC** board 26th May 2022

Present: Joan Bishop **JB** (Chair), Jim McGillivray **JM**, Shona MacDougall **SM**, Gordon Sutherland **GS**, Glen McGill **GM**

In attendance: Paula White **PW**

Apologies: Paddy Murray **PM**, Neil Hampton **NH**, Luke Watson **LW**, Tessa Palmer **TP**

1	Minutes of meeting of 21 st April 2022	The minutes were proposed by SM and seconded by JM
2	Matters Arising not covered elsewhere	<ul style="list-style-type: none"> a. Congratulations were offered to JM on his re-election as a Highland Councillor b. Public Transport update. JM is still working on this, timetables haven't been changed in a while, some are really badly scheduled. c. Highland Council – Caithness & Sutherland funding JM is on the case. d. New business group member – Adam's Place e. Welcome to new board member Glen McGill
3	Dornoch BID	<ul style="list-style-type: none"> a. Following various meetings & lobbying there is now a healthy steering group representing businesses across all sectors. NH is chair b. Project Plan – first priority is the appointment of a BID Co-Ordinator c. JB has been talking to Colin Simpson (CS) Highland Council about extra funding and CS is following up with HIE on our behalf.
4	Dornoch Hub	<ul style="list-style-type: none"> a. Manager's report noted b. Workshops - fortnightly craft, weekly cookery c. Youth Club numbers much better, new link with the school for daytime sessions. d. Coding Club postponed until August e. Hot desking – above target f. New tenancy agreements being issued with updated service payments. Previous F7 tenant has solicitor's letter. G17-18 taken on by Lesley Strang for a year. g. Tree surgeon – date awaited h. Silverback – heating decision outstanding i. Outstanding items to clear retention – to be finalised with O'Brien Construction (heating, door lock G5 & door security downstairs hall, some painting & sealing) j. Community transport – PW following up. Liaise with Dial A bus to avoid displacement. Get meeting organised with Highland Council Community Transport and understand staff hours involved. Check out on-line booking system JB has found k. Dawn Noble has been appointed as the new Cleaner. Tracey Urquhart has resigned.

	Project Curlew	<ul style="list-style-type: none"> a. Third bills from WM Donald & Fairhurst received. Grant claims processed but income awaited before settling Once car park is open text in the Square needs to say 'Service busses only' instead of current 'busses only'. Needs to be heavily policed for the first few weeks by THC-Traffic Control. b. Solicitor still working on lease for EV land, standard securities & deed of conditions. JM chasing THC re EV installation to run in parallel. c. Bill 3 from WM Donald included the agreed 10% of extras, which covered most of the items identified to date with a further £12869.70 due. An additional £616 has been committed since then for the stones in the SUDs and the contractor is now off site. This frees up more contingency – depending on the final legal bill and landscaping. d. Landscaping items – one 2-seater bench delivered. Bins due shortly & planters in August. George Clubb to start on turfing & seeding. Cost requested to remove overhanging branches around boundary with J & S Gunn. S Wild suggested wildlife interpretation panel at SUDs basin (similar to beach & airfield) but board agreed we should wait until site more established. e. Cycle Shelter has been assembled f. MUGA funding – Meeting held with Sport Scotland who are not in favour of synthetic ice for skating. However, we emphasised it was for fun & exercise, with pathway to serious skating in Inverness. The golf club member looking to invest in pickleball considered the site is too exposed. JB to follow up with funding applications to Common Good, Coastal Communities and Pot 170. g. Design for back of Map completed - thanks to Mario for his suggestions h. Plan for official opening – to be agreed with Leona Joiner & RTIF. i. Potential partnership. The Dornoch Distillery has purchased the old gasworks building. They have plans to lease parts of Dornoch South from DACIC for expansion of the distillery. The gasworks building would be converted into a Distillery Visitor Centre. However, leasing the land would be subject to community consultation as agreed with the Scottish Land Fund, as this is a change from our planned use. It is hoped the consultation will start in June with a display in the Visitor Centre at the Hub.
6	Visit Dornoch	<ul style="list-style-type: none"> a. Visitor Centre – Dawn Noble appointed 2nd May for 15-hour week Mon-Fri 11-2 six-month contract May - October. b. Royal Dornoch Mix & Match - final £600 advertising spend from Visit Scotland this month

		<ul style="list-style-type: none"> c. Final Map graphics received from Purple Frog d. WorldHost – renewal letters received. We need to look for funding to set up training for staff if that is the wish of the Business Group e. The board noted its disappointment in the closure of the Courtroom. JB will speak to Todd Warnock to better understand the position.
7	Succession Planning	<ul style="list-style-type: none"> a. Upgrade Quick Books – awaiting data transfer LW & PW b. PW access to view bank statements – outstanding JB c. 12-month transition plan to handover main functions JB to PW d. Identify new directors, GM is the first. e. New chair at AGM at the latest to allow smooth transition
8	2022 Plan June	<ul style="list-style-type: none"> a. 15 cruise liner days in June - Invergordon Bus Tours delayed start. Stagecoach service bus also planned. GM has volunteered as an ambassador to meet the coaches. He has introduced himself local businesses to get more knowledge about what they do so he can pass that on. b. The board noted its disappointment that the Cathedral is still closed, as it is a major tourist attraction. JB has spoken to Sue Boyce and the Welcome Table will be on a reduced rota from June, JB to contact the locum minister to see when/if a return to more general opening is planned. c. Insurance renewal is due in July. Value of Hub contents to be reviewed. JB has secured Public Liability insurance for the car park but will add cover for rebuild after fire/flood etc. d. Jubilee celebrations – PM is in charge, and we will promote to locals & visitors. e. Markets 8 & 22 June f. Pipe Band every Saturday 28 May to 10 September. g. Refurbished Public toilets have been vandalised. Evening closure being considered. h. BID – Appoint Project Co-Ordinator i. Plan workshop funding for 2023 j. Distillery Community Consultation k. Dornoch South Vehicle Park Open l. Community Transport plan established
9	Community Group Updates	<ul style="list-style-type: none"> a. <u>Dornoch Community Council</u>. New LED Christmas lights have been ordered. Those on the fir trees will be coloured. Earls Cross & Station woods being purchased as a community asset. b. <u>DADCA</u>. Some planning objections on the new market value housing plots. Regular bookings returning to the Community Centre. c. <u>Embo Trust</u>. The shop has closed as weekly income equivalent to previous daily income. Café is doing well d. <u>UHI</u> Main focus is on merger of the three colleges. e. <u>Historylinks</u> Getting great reviews, but quiet April

		f. <u>RDGC</u> Staffing issues resolved, very busy.
10	Financial Statements	a. April PM 's analysis of P & L noted
11	AOCB	a. Airfield. We need PM and NH present to discuss this further
12	DONM	Thursday June 16th at 7pm in the Hub <i>Post meeting note: PW will be available to take the minutes</i>