

Minute of the meeting of DACIC board 16<sup>th</sup> March 2023

Present: Joan Bishop **JB** (Chair), Luke Watson **LW**, Jim McGillivray **JM**, Glen McGill **GM**, Shona MacDougall **SM**, Paddy Murray **PM**

In attendance: Paula White **PW**

Apologies: Tessa Palmer is on maternity leave, Neil Hampton **NH**

1	Minutes of meeting of 16 <sup>th</sup> February 2023	The minutes were proposed by <b>JM</b> and seconded by <b>GM</b>
2	Matters Arising not covered elsewhere	<ul style="list-style-type: none"> <li>a. Geo Tourism – only 20 groups selected, and we didn't make the cut</li> <li>b. Dornoch Distillery - letter of support submitted to planning</li> </ul>
3	New personal members	New personal members: Margaret Dunnett IV25 3TE and Wilf Hadley IV25 3PG
4	Dornoch BID	<ul style="list-style-type: none"> <li>a. Steering Group meeting update SM reported several smaller groups have been formed to tackle different areas and guide the project forwards.</li> <li>b. Bid Co-Ordinator update. Consultations were a success and have given us plenty information to create the survey. Plan is for the survey to be sent out before the end of the month.</li> <li>c. BID case for DACIC? Non profits included? SM and PW will update once known, veto rights from HC mean we have to have clear benefits for each included business.</li> <li>d. Business Group Annual Data request - consideration to move to BID now for baseline. <b>PW</b> to contact Venture North who are also working on this.</li> </ul>
5	Dornoch Hub	<ul style="list-style-type: none"> <li>a. Manager's report noted</li> <li>b. Community transport update GM – car due for delivery on 24 March, 12 volunteer drivers registered, policies being developed from Go Golspie material, quote awaited for charger unit, then grant application will follow. Proposal for What's App group for drivers and requests posted there for drivers to 'bid for'. Need to promote to residents. Phone will be needed.</li> <li>c. Warm Space. Grant offer received, but not for full amount, <b>PW</b> and <b>JB</b> to look for possible ways forward.</li> <li>d. Grant bid submitted for youth art activities and coding club (mental health)</li> </ul>

		<ul style="list-style-type: none"> <li>e. GW asked about intergenerational sessions LW suggest going for IT (young teaching), <b>PW</b> to contact Academy, <b>LW</b> to check for grants available.</li> <li>f. Tree surgery –Bat Survey – new date required <b>PW</b> to action.</li> <li>g. Solar PV update – 0% EST loan applied for</li> <li>h. Office Vacancies - interest in G16, and options for shop and G11&amp; G12.</li> <li>i. Hostel 2023 bookings now full, 1 tenant in the building, 2 more arriving this weekend.</li> <li>j. Year-end projections were reviewed</li> <li>k. New year rents awaiting update on electricity charge (due April)</li> </ul>
6	Dornoch South	<ul style="list-style-type: none"> <li>a. EVs now operational</li> <li>b. Loan repayment £20k made. Repayments unchanged so reducing length of loan. Expect to repay further £20k if EST grant approved. Any restructuring will mean 10% penalty on any early repayment.</li> <li>c. Grant funding awaited for last claim from HCCF</li> <li>d. MUGA Building warrant drawings awaited.</li> <li>e. MUGA ‘users’ sub committee – four interested - meeting to be arranged, tbc</li> <li>f. Dornoch Distillery planning has objections from THC flood prevention team and Nature Scot - to be worked through.</li> <li>g. Summer House erection delayed to 25&amp; 26 March but LW not available. <b>SM</b> to follow up with associated policies and risk assessments for Visitor Co-Ordinators and Ambassadors. Also <b>PW/JB</b> advise insurers of additional operation on Dornoch South site (<i>post meeting note – these points also apply for the MUGA</i>)</li> </ul>
7	Visit Dornoch	<ul style="list-style-type: none"> <li>a. Short Term Lets – licences now being issued slowly</li> <li>b. Shortbread Showdown campaign - 3 contestants through to final on Saturday 25 March in Inverness Cathedral. VisitDornoch represented by <b>LW</b> and <b>GM</b>.</li> <li>c. Ambassador Position, volunteer ambassadors and visitor coordinator vacancies to be advertised <b>JB</b> (policies required see above)</li> <li>d. Cruise Stakeholder meeting attended by GM. The majority of the meeting was about parking in Invergordon (so we are not alone in the challenge!)</li> </ul>

8	Succession Planning	<ul style="list-style-type: none"> <li>a. Neil Hampton online access to be tested.</li> <li>b. Share the load e.g. – LW Staffing &amp; HR, Business Planning, GM community engagement &amp; funding applications, SM policy review (H &amp; S, FM, HR, Tenants), NH BID – PM finance &amp; budget control, JM THC liaison. <b>PM</b> to review P&amp;L and BS with <b>PW</b>.</li> <li>c. Future Plans – <b>LW</b> to work on 3-year business plan with options with and without BID success and any associated transition plans</li> <li>d. Weekly catch-up call with PW (LW, GM with JB at start) planned for Tuesday afternoons 4pm.</li> </ul>
9	2023 Action Plan March/April	<ul style="list-style-type: none"> <li>a. Real Living Wage upgrade by £1/hour for LW, LR, PW (Manager), DN (cleaner) from April payroll</li> <li>b. Community Transport – vehicle, drivers PVG, booking system, policies Dawn Noble and GM</li> <li>c. Promote vacant offices PW</li> <li>d. Visit Dornoch website update – new rates – EPCs, STL licence number</li> </ul>
10	Community Group Updates	<ul style="list-style-type: none"> <li>a. <u>Dornoch Community Council</u> Coul links planning application. An online meeting to be held 2nd May with presentations for C4C and Not Coul.  Springfield Haul Road delayed until phase 4.  Cathedral celebration likely to be 2039.  Twinning between Pinehurst and Dornoch being progressed.  Coronation. Dornoch Academy proposing big screen showing for the town. Possibly a street party on Cathedral Green  Two youth members have joined the community council with full voting rights.</li> <li>b. <u>DADCA</u>. Six table-top sales and 10 markets this summer  Planning permission successful for 6 market value plots at Bishopfield circa £80k (DACIC could promote to Business Group)</li> </ul>

		<p>Warm spaces were really successful and now finished.</p> <p>Fibre Fest was fantastic</p> <p>Cinema is up and running. LW suggest advertising for BID and other groups before films once club is more established.</p> <p>c. <u>Embo Trust</u> Encouraging progress with the Warm Hub project. Long term financial security needs Coul Links to go ahead.</p> <p>d. <u>UHI</u> 1st of August merger date. SM reports transition board has been appointed. There is a lot of work to do before merger. There are some financial challenges both now and for the merged college.</p> <p>e. <u>Historylinks</u> Lottery award of £250k for new extension confirmed.</p> <p>f. <u>RDGC</u> no updates</p>
13	Financial Statements	February Accounts noted
14	AOCB	<p>a. Coul Planning Application 23/00580/FUL. <b>JB</b> to draft letter of support for board members' comments.</p> <p>b. JB &amp; GM attended Venture North's Tourism Gathering. Suggestion that Place Plans should be developed in partnership with other Sutherland towns &amp; villages, as we are interdependent. Forecast for Sutherland population decline is concerning at a time when Dornoch businesses cannot find enough staff. Scottish Government is consulting on Community Wealth Building. <b>LW</b> to prepare DACIC's response (e.g. what is meant by Community – town, country, region etc). JM provided update on Sutherland Planning Partnership transport 'mapping' exercise.</p> <p>c. Parking Regulations proposed by Shane Manning are out for consultation. PM reported that DACC Facebook page has majority in favour. Call for proposed 1 hour in Square to be increased to 2 hours. Mention of parking for medical centre staff at</p>

		<p>Dornoch South. This have been free over the winter. However, we need the income in the summer to cover our costs. JB suggested that UHI might release their parking May to September.</p> <p>d. Parking incident at the Hub. There have been three 'prangs' in the car park. The latest this week was captured on CCTV and culprit paying for repair. Sir Gavin Gilby damaged his car on a dropped drain. We have referred to our insurers with CCTV footage. <b>PW</b> to research appropriate wording with <b>SM</b> on new sign 'park at driver's risk' 'CCTV in operation'. Bollard to be placed in front of dropped drain.</p> <p>e. Allsorts After School Club. The Council has withdrawn £10k funding support from this vital service. <b>JB</b> to write a letter of support for the club and the service it provides to working parents.</p>
13	DONM	<p>NOTE CHANGE OF DATE to Thursday April 13th 7pm in the Hub</p>