

Minute of the meeting of DACIC board 20th July 2023

Present: Joan Bishop **JB** (Chair), Luke Watson **LW**, Glen McGill **GM**, Neil Hampton **NH**, Paddy Murray **PM**, Jim McGillivray **JM**

In attendance: Paula White **PW**

Apologies: Tessa Palmer is on maternity leave, Shona MacDougall **SM**

1	Minutes of meeting of 18 th May 2023	PM proposes, JM seconds, minutes approved
2	Minutes of meeting of 15 th June 2023	LW proposes, GM seconds, minutes approved
3	Approval of Annual Accounts	Notes had been added to the draft accounts for clarity on grants received. Updated version circulated and accepted.
4	Matters Arising not covered elsewhere	<p>a. Meet the Groups 9-6-23 - feedback on venue & date- most preferred the Social Club as venue and the date in November was better.</p> <p>b. New Access Ranger Sean McCann 07742 368380</p> <p>c. DACC (Genevieve Duhigg) has done preparatory work, but a Place Plan has not yet been submitted. JB urges that time is off the essence. The existing CASplan is being scrapped and without a place plan the future of Dornoch may stall.</p> <p>d. Implementation of proposed parking regulations. Shane Manning reports August earliest due to extended consultation. Possibly delayed to next season due to planned road resurfacing to be completed before yellow lines added.</p>
5	New personal members	New personal member: Clare Robson IV25 3QH, DACIC now has 253 members
6	Dornoch BID	See notes for meeting with BID Steering Group preceding this meeting.
7	Dornoch Hub	<p>a. Manager's report- Tenant from Hostel has a new job, would like to stay in Hostel under own payment (short term) until new employer decides on accommodation. Board agrees.</p> <p>b. Electrician has been out for faulty lights and is coming back on Monday to fix them.</p> <p>c. Community transport update GM More trips, more volunteers, all going well (report submitted)</p> <p>d. Warm Space update GM, coffee mornings are going well, people enjoy coming and making donations towards refreshment costs.</p>

		<p>d. Grant update - SIALF fund declined, PW will look for new grants when possible.</p> <p>e. Solar PV update –due to start 9th August, scaffolding from 7th for 2 weeks.</p> <p>f. Vacancies G9, G11 & G12, Notice served on G3- to be vacated by 19th August.</p> <p>g. Fire Risk Assessment – hostel especially- LW</p> <p>h. Policies and Procedures – action plan ready, all policies are in one folder – version control to be introduced. LW</p> <p>i. EDF rate query - standing charge £10/day! JB</p>
8	Dornoch South	<p>a. MUGA Building warrant issued, contract to be signed by 29 July. Work on site September & October.</p> <p>b. J&S Gunn £8,732 to clear the trees and mound to full boundary of MUGA.</p> <p>c. RDGC purchasing topsoil in above for £1,500.</p> <p>d. Chris Mailley has taken some of old spoil and we will receive a donation.</p> <p>e. MUGA users’ subcommittee – visit to Tain Tennis Club 19 July postponed LW & JB to go on Sunday instead.</p> <p>f. Dornoch Distillery – hope to be considered at September Planning Committee</p> <p>g. Drainage checks in hand</p> <p>h. Invoice issued & payment received for car park 1st quarter £1770.46. Loan repayments have been maintained on £65k basis (4% over 10 years) until we know how much we can repay after MUGA & PVs in place. (£20k repaid already). We can then ask for loan to be restructured to maintain length & reduce monthly repayments.</p>
9	Visit Dornoch	<p>a. 01/04 to 15/07 total of 6596 passengers, 233 coaches, 150 coffee vouchers, 384 hours stopped (average stop 1.67 hours)</p> <p>b. June visitors recorded in Hub Visitor Centre tbc</p> <p>c. Lucy report to follow.</p> <p>d. Consultation on proposed Visitor levy open until 15 September. This has been circulated to business group members.</p>
8	Succession Planning	<p>a. Neil Hampton now signatory but online access to be tested by next meeting.</p> <p>b. Future 3 year plan now yearend figures available (with & without BID - LW)</p> <p>c. Innovation Hub -LW/HIE</p> <p>d. Share the load e.g. – LW Staffing & HR, Business Planning, GM community engagement & funding applications, SM policy review (H & S, FM, HR, Tenants), NH BID – PM finance & budget control, JM THC liaison.</p>

		<p>e. SCVO - Aim to work towards the principles of good governance, in line with the Scottish Governance Code for the third sector https://scvo.scot/support/running-your-organisation/governance/scottish-governance-code-checkup</p>
9	2023 Action Plan July & August	<p>a. Promote vacant offices, PW/JB (Caithness Chamber of Commerce, FSB (David Richardson)).</p> <p>b. Markets 26 July 13 & 27 August</p> <p>c. Sutherland Show 22 July, Highland Gathering 5 Aug</p> <p>d. Scottish Amateur Golf – RDGC 30 July - 5 August</p>
10	Community Group Updates	<p>a. Dornoch Community Council.</p> <p>Short presentation from Youth Presentation Officer at last meeting. Seems to have made an excellent start and to have taken the Youth Club from DACIC successfully.</p> <p>Discussed whether Common Good should fund a Place Plan but as Genevieve has been working for 2 years on this project and as she is convalescing Paddy was reluctant to force any decision on this matter until she returns.</p> <p>b. DADCA, deferred. Social Club, Cinema, Community Markets and Car Boot Sales continuing fine.</p> <p>DADCA stall at Show needs improvement if we are to do it again next year.</p> <p>The one of the free-market 6 plots which is under offer is taking longer to get detailed planning permission and building warrant than hoped, but the potential Buyer is still very much pursuing it at original price of £82,500.</p> <p>Before marketing the other 5 plots, we are dealing with the remaining planning conditions which are taking longer to address than we hoped but still progressing work on these. We are also considering putting in the services ourselves rather than forcing potential buyers to do so.</p> <p>c. Embo Trust, no cafe available</p> <p>d. UHI, 1st August new combined college, serious financial trouble</p> <p>e. Historylinks- Out to tender for extension next month.</p> <p>f. RDGC-Out to tender for new clubhouse- starting end of October finishing September 2025</p>

		g. Sutherland Community Partnership- new chair, lots happening, e.g. housing h. Sutherland Transport Project- transport policy across the board JM to send links.
13	Financial Statements	to follow
14	AOCB	
15	DONM	Thursday 17th August at 7pm in the Hub