

Minute of the meeting of DACIC board 26th October 2022

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

In attendance: Paula White **PW**

Guests: Phil Thompson

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

1		Congratulations to Tessa Palmer on the birth of Eilidh
2		Update from Phil, Dornoch Distillery, conversation is ongoing, SEPA is positive, awaiting updated flood risk assessment, <b>JB</b> advises to speak to Highland Council flood assessment team too. Phil feels fairly positive but will wait on planning permission before entering a lease. However, he will make a formal request to DACIC to lease 'subject to planning' so that <b>JB</b> can go to Scottish Land fund to request permission, submitting consultation results to support the change of plans. Phil is looking for a graduate project assistant. <b>LW</b> and <b>JB</b> will ask around.
3	Minutes of meeting of 15 <sup>th</sup> September 2022	The minutes were proposed by <b>LW</b> and agreed by <b>GM</b>
4	Matter Arising not covered elsewhere	4 new personal members - Donald & Brenda McNeil, John & Shona Padbury - signed up to DACIC following Distillery consultation where application forms were on display. One new business group member 38 Pitgrudy – but has since sold the caravan!
5	Dornoch BID	<ul style="list-style-type: none"> <li>a. Steering Group meetings held last Tuesday of the month</li> <li>b. Final Grant applications in place – HIE £4,795, Ward Discretionary £5k, DCG £9,999 and Scot Gov £20k</li> <li>c. BID coordinator- Paula White was congratulated on her appointment. Press release to follow <b>NH</b></li> </ul>
6	Dornoch Hub	<ul style="list-style-type: none"> <li>a. Manager's report noted</li> <li>b. National Lottery update – <b>PW</b> met with Dougie Spence who has given us flexibility to continue beyond December and to use the funding for other hub costs (e.g. energy efficiency) with prior approval.</li> <li>c. Retention &amp; heating update. Retention was paid 27 September. Board has agreed to keep on the</li> </ul>

		<p>reduced Wi-Fi system and move any non- essential heaters to regular thermostats.</p> <p>d. Community transport update, <b>PM</b> has been looking at different ways to take this forward, using volunteer drivers in own cars. The Board agreed to have a table at 'Meet the Clubs' event, to gauge interest and to see if any volunteers are willing to take this forward.</p> <p>e. SURF awards –short listed. Judges' Visit 24 October glowing reviews from tenants, great visit. Awards dinner 8th December, <b>JB &amp; PW</b> will attend.</p> <p>f. Gym heating – now installed in Dornoch</p> <p>g. Tree surgery – initial bat survey Friday the 4<sup>th</sup> November. This will determine scope of any future surveys.</p> <p>h. Solar PV update, quote for 32 solar panels over east and west roof from JM Campbell is £13,800 (this excludes cost of scaffold). This could be paid for with HOIL loan with saved electricity covering costs. It was agreed alternative quote(s) to be sought and check if interest loan available from Energy Saving Trust (c.f. 4% HOIL).</p>
7	Project Curlew	<p>a. BUS STOP text now in place. This allows Highland Council to enforce 'no coaches' and issue fines if they park in the Square. However, requested wording 'No Coaches' text not added.</p> <p>b. Income net of VAT &amp; card handling to end Sept £1977.08, income not as high as anticipated, but it is a rising curve and should be better next year. Loan from HOIL for car park is likely to be £25k, so £3k per annum repayment. Car parking income should cover this, and Distillery lease cover the maintenance costs.</p> <p>c. Work has started on EVs – further delay as junction box required</p> <p>d. Solicitor. Standard Security awaiting a query on UHI boundary, otherwise ready.</p> <p>e. Landscaping items outstanding</p> <p>f. Maintenance of SUDs basin &amp; drainage system – Need to find drainage contractor. <b>JB</b> will send details to <b>LW</b> and he will talk to contractor he knows.</p> <p>g. MUGA funding – £50k sportscotland &amp; £50k Pot 170 confirmed. EOI for Highland Council Regeneration Fund for £133k and to Rural &amp; Island Communities Ideas into Action Fund application for £50k. Final £50k draft application for Common Good submitted to DACC. Disappointing response suggesting we look for funding elsewhere – decision postponed until next month. We have now created a survey to</p>

		<p>gauge community view. This will go out tomorrow on all fronts, to get as many replies as possible.</p> <p>h. Dornoch Distillery (DD) community consultation. Well attended and 33 forms completed in the Hub all positive. DD running on-line consultation 77 responses all positive. Formal request to lease awaited to submit to SLF</p> <p>i. Coach Friendly Town application – looking for coach driver refreshments to be provided</p>
8	Visit Dornoch	<p>a. Short Term Lets Licencing – application opened 1/10/22  <a href="https://www.highland.gov.uk/info/1125/licences_permits_and_permissions/1021/short_term_lets">https://www.highland.gov.uk/info/1125/licences_permits_and_permissions/1021/short_term_lets</a></p> <p>b. Email sent out to members with sample application, Annex 2 for Fire regulations and Fire Risk Assessment template.</p> <p>c. Visitor centre recorder 182 visits in September</p> <p>d. Dawn Noble has been reviewing STL arrangements so she can support members.</p>
9	Succession Planning	<p>e. <b>PW</b> can now access bank statements, and set up payments for authorisation</p> <p>f. Due to delay above the board agreed to start the process of adding Neil Hampton as an authorised signatory as <b>GS</b> is due to step down in December.</p> <p>g. 12-month transition plan to handover main functions <b>JB</b> to <b>PW</b> – payroll to be done in tandem this month</p> <p>h. 'Meet the Clubs' day set for Friday 18th November 5-7pm in Social Club. 21 organisations signed up. <b>LW</b> has designed a leaflet. Leaflet drop too late for Royal Mail (£200) so <b>JB</b> will talk to clubs to drop off for a donation</p> <p>i. Leaflet for DACIC used at DD Consultation led to 4 new members – this will be used at Meet the Clubs</p> <p>j. Aim for new chair at AGM to allow smooth transition, plus new members to the board.</p> <p>k. DATE for AGM Thursday 15<sup>th</sup> December 7pm with mince pies &amp; mulled wine. Save the date in next membership email</p>
10	2022 Plan Oct & Nov	<p>a. Dornoch Whisky Festival 28-30 October</p> <p>b. Identify new income streams for the Hub - outstanding</p> <p>c. BID – Appoint Project Co-Ordinator – 1st November start</p> <p>d. Plan workshop funding for 2023 - outstanding</p> <p>e. Community Transport – outstanding</p> <p>f. New Year leaflet – <b>JB</b> will gauge support</p> <p>g. Update to new real living wage £10.90ph (by May 2023) suggestion from the Board, lump sum before</p>

		Christmas, raise in April. <b>JB</b> to come back with proposal.
11	Community Group Updates	<p>a. <u>Dornoch Community Council</u> Community consultation on car parking restrictions has been delayed due to staff illness at THC. Beach parking &amp; toilets went well this year. Waiting on a quote for tidying up the burn. MUGA vote next month.</p> <p>b. <u>DADCA</u> Social club is working well, community markets are good, car boot sales are going better, will look at putting hire prices up. Low-cost local housing plots – one plot sale in progress. Market value plots expected in January.</p> <p>c. <u>Embo Trust</u> current tenants of café are moving out, so Trust is looking for new tenants. This loss of income is critical.</p> <p>d. <u>UHI</u> merger is progressing, funding is challenging. Chef course doing well, but new foundation hospitality course whilst welcome can do better on numbers (marketing &amp; timing)</p> <p>e. <u>Historylinks</u> is closing the 30<sup>th</sup> of October until 1<sup>st</sup> April.</p> <p>f. <u>RDGC</u> Busy 2022 season &amp; next year looks good. Lease for DCG land has been agreed, just needs signed. Tennis court removed allowing bowling green to move sideways, and road to be widened improving access to car park. Collaboration between golfclub and hotels to encourage more golfers to stay locally is underway.</p>
11	Financial Statements	September Accounts noted
12	AOCB	Donald Ross's 150 birthday celebrations on 23 <sup>rd</sup> November with Pinehurst USA – <b>PM</b> as Provost in video call with Mayor of Pinehurst arranged by <b>NH</b> .
13	DONM	Thursday November 17th at 7pm in the Hub