

The Dornoch Area Community Interest Company  
Company Registered in Scotland: Registration No 327565

Agenda for the Directors' Meeting in the Conference Room at the Hub on Thursday 19<sup>th</sup> October 2023  
Access Code 5385

Tessa Palmer is on maternity leave.

Apologies:

Attending: Luke Watson **LW**(Chair), Glen McGill **GM**, Paddy Murray **PM**, Joan Bishop **JB**, Jim McGillivray **JM**, Paula White **PW**, Emily Teagle **ET**, Margaret McLeod **MM**, Emma Smith **ES**

1.	Minutes of board meeting 17 <sup>th</sup> August 2023: Propose <b>JB</b> Seconded <b>GM</b> No Minutes for 21 <sup>st</sup> September as no quorum
2.	Matters arising not covered elsewhere: <ul style="list-style-type: none"> <li>• Welcome to Emily Teagle, Emma Smith and Margaret McLeod</li> </ul>
3.	New personal members: <ul style="list-style-type: none"> <li>• No new members</li> </ul>
4.	DACIC: <ul style="list-style-type: none"> <li>• Discussion around November meeting date: All agreed to change next board to Tuesday 14<sup>th</sup> November 2023, 7pm at the Hub</li> <li>• Agree AGM December: Date of AGM agreed Thursday 14<sup>th</sup> December 2023, <b>JB</b> to send out invites to members. Board agreed to Christmas meal following the AGM at The Royal Golf, <b>PW</b> to make reservation.</li> <li>• Promoting DACIC assets and projects – <b>LW</b> Discussed new website for DACIC to promote projects and activities and upgrading Hub website to make updating information a more simple and quicker affair. Showed members progress of LinkedIn and impact the articles are having, Board is happy to proceed with activities. The first pass at logos done by Mario Moens were reviewed, concept was approved <b>LW</b> to arrange meeting with Mario to discuss different colour options and explore aligning the HUB or adding DACIC to current Hub logo, new drafts to be sent to board for approval.</li> <li>• DACIC future plans – <b>LW</b> Introduced the new DACIC Continual Improvement and Development Plan and process, explaining the value this will bring going forward. Board is happy to proceed with activities.</li> <li>• Policy &amp; Procedure – <b>LW</b> to convert current process to a new template and arrange a meeting with <b>PW</b> to tidy up google drive and upload new Policies and Processes.</li> </ul>
5.	Dornoch Hub: <ul style="list-style-type: none"> <li>• Manager's report issued to board – <b>PW</b> updated. Regarding youth craft group and if an age cap should be introduced moving 13plus to school youth club or should different activities be introduced to maintain engagement. Both options are to be explored with users, parents and staff being consulted.</li> <li>• Promoting Office Vacancies – <b>LW/PW</b> Update</li> <li>• Indoor Markets – <b>PW</b> Updated board on progress of indoor markets and the revenue these will generate, most market dates are already full, first one to take place 3<sup>rd</sup> Nov. <b>PM</b> asked for Sarah (who organises outdoor markets) to be consulted <b>PB</b> to do this.</li> <li>• Grants and Funding – <b>PW</b> Updated board, Mental Health, and Wellbeing grant to be submitted tomorrow (20<sup>th</sup>) <b>GM</b> and <b>LW</b> to review and approve.</li> <li>• Tuesday Club - <b>GM</b> Updated board on activities of group including the organic development of additional activities that has been taking place out of the group. They</li> </ul>

	<p>are progressing with plans to introduce making of soup using stock for the food hut in the winter.</p> <p>PV Savings</p> <table border="1"> <thead> <tr> <th></th> <th>Sep-23</th> <th>Sep-22</th> <th>PV Saving</th> <th>at 22p</th> </tr> </thead> <tbody> <tr> <td>Day units</td> <td>348.1</td> <td>1647.9</td> <td>1299.8</td> <td>£ 290.09</td> </tr> <tr> <td>Night units</td> <td>676.1</td> <td>402.4</td> <td></td> <td></td> </tr> </tbody> </table>		Sep-23	Sep-22	PV Saving	at 22p	Day units	348.1	1647.9	1299.8	£ 290.09	Night units	676.1	402.4		
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6.	<p>Community Transport</p> <p>Community transport - <b>GM</b> Updated board on number and purpose of trips, usage continues to increase but have capacity to increase. 23 volunteers are registered. The project has shown a need for this service and <b>GM</b> to hold a review and explore development options.</p>															
7.	<p>Dornoch South:</p> <ul style="list-style-type: none"> <li>• MUGA – <b>JB</b> Updated board, work still on track to complete in November. Lawn Tennis Association venue submission is delayed by a few weeks until the new season starts. The membership is essential to allow us access to Spark the booking and MUGA management system. Planning to do opening event on 2<sup>nd</sup> December to coincide with Christmas Market <b>GM</b> and <b>LW</b> to look at MUGA social media accounts. <b>PM</b> raised that DADCA have Lawn Tennis fund and will explore transferring this to the MUGA project.</li> <li>• Car Park – <b>JB/LW</b> Updated board. The barriers to hopefully prevent future in injury have been delivered and will be installed when weather improves. Scottish Water have also approached regarding a water top-up being installed on site (would allow people to refill their water bottles) We approve, and planning has been submitted.</li> <li>• Dornoch Distillery – <b>JB</b> Updated board. Planning approved by THC and now awaiting Scottish Government which will be expected by 3<sup>rd</sup> November. A meeting between the Thompson brothers, <b>JB, LW, GM</b> and Gordon Sutherland took place to confirm the details of the lease, and this has now gone to solicitors to draw up.</li> </ul>															
8.	<p>Visit Dornoch:</p> <ul style="list-style-type: none"> <li>• Lucy’s Report to follow.</li> <li>• Ambassador/Greeter Update. Coach data 1/04/23 – 10/10/23: 14705 passengers in 491 coaches with 1.5 hours average stop (235 drink vouchers).</li> <li>• Visitor Centre Update: Jan- Sep 2051 visitors to the centre open 11-2 (cf. 1576 in 2022 for same period open 10-2).</li> </ul>															
9.	<p>Dornoch BID:</p> <ul style="list-style-type: none"> <li>• BID – Discussion around board members positions, agreement on DACIC message to business group member and joint statement. Board agreed revised statement, <b>JB</b> to send this to Neil Hampton, same statement to be used and sent to Business Members.</li> <li>• BID Steering Group DACIC representation – Board discussed that if the BID ballot was successful 2 DACIC directors should be present on Steering group until a new board is in place. This is not only a requirement as the group was setup as a sub committee of DACIC but also to ensure a successful transition.</li> </ul>															
10.	<p>Upcoming Events</p> <ul style="list-style-type: none"> <li>• Whisky Festival Oct 28<sup>th</sup> 29<sup>th</sup></li> <li>• Indoor Market 3<sup>rd</sup> and 17<sup>th</sup> November</li> </ul>															

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	<ul style="list-style-type: none"> <li>• Christmas Market 2<sup>nd</sup> December</li> </ul>
11.	<p>Community Updates</p> <ul style="list-style-type: none"> <li>• Dornoch Community Council</li> <li>• DADCA</li> <li>• Embo Trust</li> <li>• UHI</li> <li>• Historylinks</li> <li>• RDGC</li> </ul> <p>With Dornoch Community Council and DADCA board changes updates will wait until November.</p> <p><b>LW</b> has suggested that groups get together to update on current and future work. <b>PD</b> has invited a DACIC representative to DADCA meeting 13<sup>th</sup> November <b>LW</b> will confirm if this is possible.</p> <p>With the departure of Neil and Shone as DACIC Directors, LW will approach Neil to provide a brief update on RDGC every month and we will engage locally with UHI to give a monthly update.</p>
12.	<p>Financial Statements</p> <ul style="list-style-type: none"> <li>• September accounts</li> </ul>
13.	AOB
14.	Next Meeting Tuesday 14 <sup>th</sup> November at 7pm at The Dornoch Hub