Minute of the meeting of **DACIC** board 21st May 2020

Present: Joan Bishop **JB** (Chair), Paddy Murray **PM**, Jim McGillivray **JM**, Lynne Mahoney **LM**, Jayne Pagan **JP**, Gordon Sutherland **GS**. Alison MacWilliam **AM,** Neil Hampton **NH,**

Apologies, Kerri Stevens **KS**, Catherine Moodie **CM**, Yvonne Ross **YR**.

|  |  |  |
| --- | --- | --- |
| 1. | Minute of meeting of 16th April 2020 | The minutes were proposed by **GS** and seconded by **PM** |
| 2. | Matter Arising not covered elsewhere | 1. The Account were put in a bit earlier than usual and are now with Mackay and Co. 2. Quickbooks has been set up for 20-21. 3. Yvonne Ross has resigned as Chair of the Community Council and as a Councillor. YR was originally appointed to represent the CC along with PM. However, the board felt that they would like YR to stay on the DACIC board as her contribution is much valued. **JB** will approach Yvonne to see if she is willing to stay on (but understand that her COIVD support commitments may mean she is unavailable for meetings over the summer). |
| 3. | Dornoch Police Station | 1. SSE Capital funds will be released once the combined £66k from TNL and Pot 170 are confirmed in September. **JM** confirmed the request for Pot 170 has gone to the local members and should be signed off soon. 2. TCF £50k has been signed off but need to be sure the contractor can go with this on its own without waiting for (i) above. **JB** and **GS** will progress. 3. **GS** has asked for revised quote to match available funds, that would deliver a solution for the first floor. This has just arrived and will be reviewed tomorrow. 4. The National Lottery (TNL) bid for £40k capital and £108k revenue has been submitted. 5. Pot 170 – Developer Contribution for Community Facilities see (i) 6. Gym update **GS** – awaiting sub-contractors return to work for updated pricing 7. The Western side garden has been completed but extra work is required on south side. Gunn’s have removed sycamore trees. Roofer is still furloughed. 8. Regeneration Capital Grant Fund (RCGF) Expression of Interest was submitted on 18th May for the remainder of the renovations. This is based on the cost of the hostel renovations, providing low cost accommodation for seasonal workers and being used in the Winter by Tykes young carers charity. The grant includes consideration of zero carbon by 2045, so the proposed double glazing of the windows addresses this. THC will consider the Expression of Interest and advise of any weakness before submitting to Scottish Government for £173k. 9. It was noted that an addition should be made to the minute of 19/9/19 as follows: ‘The Directors confirmed that in regard to the proposed purchase of the redundant Police Station by Asset Transfer, proceeding with the purchase was in the best interests of the company and would be most likely to promote the success of the company for the benefit of its members as a whole.’ |
| 4. | Project Curlew | 1. The Solicitor is working on the Offer to Purchase. Access at Shore Road needs Title Indemnity Insurance as provided by ANM for the Student accommodation. 2. ANM need to have offer to purchase signed before they will give formal permission for Ground Investigation (GI). But our signing of the contract is subject to completion of the ground investigation and it not revealing and ‘show stoppers’. 3. **GS** reported Grampian Geotechnical contract has been signed for the GI and they are ready to move forward. 4. VDLF update – the offer has now been agreed through the Solicitor up to £65k. The budget for ground investigation is about £40k so if any problems arise there will be some money to deal with them. 5. The boundary issues on the northern and eastern edges of the site are being investigated (see (i)) 6. Rural Transport Infrastructure Fund (RTIF) stage 2 application was due by 10th July but is being extend due to COVID-19. Blueprint Architecture is working on planning application and building warrant to be submitted before RTIF deadline. The bid will be for £209k supported by match funding below. 7. **JB** submitted a paper and spoke at the Community Council meeting on 20th May and the bid has CC support. An application for £39,760 has now been made to Dornoch Common Good via Phil Tomalin. **JM** has requested that this is progressed despite the County Committee meeting being cancelled in May. 8. An application for £50k has been submitted to the Beatrice Fund. 9. The first layout for the carpark has been produced by Blueprint Architects.  **JB** thought the roundabout made sense at it moves the entrance to the car park further to the north and nearer the town centre. 10. An expression of Interest was submitted on 18th May to The Highland Council for Regeneration Capital Grant Fund for the Multi Use Games Area (MUGA) including 20 x 10 m winter skating rink to run from November to March, as there has been lots of interest expressed. It was agreed that this would be a good winter attraction. The application addresses the lack of sporting facilities currently, which with the deletion of the Sports Barn at the school puts Dornoch at a severe disadvantage. HC will consider the Expression of Interest and advise of any weakness before submitting to Scottish Government. 11. Full support of the DACIC board was given in support of the purchase of Dornoch South. The directors confirmed that, in regard to the proposed purchase of land at Shore Street, Dornoch proceeding with the purchase was in the best interests of the company and would be most likely to promote the success of the company for the benefit of its members as a whole. |
| 5. | C Moodie and K Stevens reports | Both reports were noted. **CM** is now concentrating on RTIF. Unfortunately,  **KS** has submitted her resignation. **GS** felt that the bulk of the work had been done and he is willing to take on the project management role. **JB** will contact funders to review. **GS** reported thatIain Levens, Architect, had agreed to take the role of Principal Designer and Contract Administrator for the construction phase. This involves regular on-site checks. There is also some contingency within the budget if more specialist support is required. If funders agree then **GS’s** ‘in kind’ contribution could enable **CM** to be retained for longer which would be advantageous as there is still major fund raising required. **CM** has so far helped DACIC secure £954k and is doing an excellent job. |
| 6. | Coronavirus | 1. Two grants have been submitted for financial support - Pivotal Enterprise Fund (£13.8k) which HIE are reviewing and Visit Scotland support for DMOs (£14k). **JB** mentioned that there is lots of interest in these funds so we will have to wait and see. **JB** reported that DACIC has not issued any invoices to the Business Group yet. 2. HC ‘business as usual’ has been suspended which may have had implications for Common Good and Pot 170 funds, so thanks to **JM** for sorting this out. 3. Business Group –   8 Mailchimp emails and multiple links on Dornoch.org.uk 16th April to 17th May. There is ongoing dialogue on What’s App group.  **JB** has put out an email to Business Group members about Scottish Government Routemap, with local golf in Phase 1, shops, outdoor pubs & restaurants in Phase 2, hotel B & Bs and self-catering, with indoor pubs & restaurants and schools opening in Phase 3. The dates are still uncertain but Phase 1 starts 28 May and schools in Phase 3 will open on 11 August. Zoom meetings are planned with members to discuss in more detail.   1. **JB** has attended various Zoom meetings (report submitted)   **JP** reported on the 2nd East Sutherland Tourism meeting. **JM** was also in attendance. **JP** felt that Lawrie Piper from Moray and Speyside Tourism BID was very honest and thought the process sounded complicated, Moray and Speyside took more than four years to get through it. John Murray had an idea that promoting East Sutherland would bring the villages in as a cooperative. **JP** felt it is very hard work with a requirement of £60k for a feasibility study. This would be a long-term project requiring a paid person to do the work.  Possibly not enough attractions to sustain this kind of project.  **JM** agreed with **JP** that high profile organisations such the Golf Clubs, Dunrobin Castle and local Distilleries would need to be heavily involved if the project went forward, whereas currently only the development trusts in each village are involved, with no tourism experience. Therefore the Board agreed that DACIC was unable to commit to this. Visit Dornoch is a strong brand and already has plans for an ‘all Dornoch’ SID.  **JB** suggested that DACIC could help in terms of sharing  our experience.   1. Supporting the community response 3 Mailchimp emails had been sent to the members. 2. Plans for recover phase 3. Harry Gow is open, Links House/Courtroom/Eagle/Luigi/Milk and Honey are all doing takeaways. 4. England is allowed day trips; we are a least 3 weeks behind them. 5. Earliest opening for hotels looks like 4th July in England and in Scotland it will be in Phase 3 (earliest mid-July). 6. It was agreed that there was a need to work with the community reinforcing clear messages from the Scottish Government re: Social distancing, hygiene, Safe Tourism Charter and staff safety, with businesses being seen to be doing the right thing. 7. **JB** reported that visitors are keen to return to Dornoch. 8. Use of outdoor spaces is easier for social distancing. 9. Paul Madden (Cocoa Mountain) would like to see Castle Street closed to provide more space for walkers etc. to keep 2 m distance. **JB** explained that it is the main access route to the Golf Club, Embo and Bishopfield and used by service buses, delivery lorries, coaches & cars. Once the new car park at Dornoch South is in place there may be some other options. **JM** reported that this would be a long process, with full consultation and a Traffic Order and therefore would not be a quick solution. **JP** suggested a one-way system and pedestrianisation which would have the advantage of driving people towards using the new carpark and give an opportunity for outdoor cafes etc. **JB** said that THC was consulting on temporary measures in other towns, e.g. Aviemore & Nairn, to address Covid 19 concerns. **JM** agreed to contact THC to see if Dornoch could be considered. 10. Survey Monkey will be sent to Business Group to gauge readiness to open and find out how we can help each other. **JB** will report back. 11. Relaxation of Lockdown announced today, **NH** reported that Golf would potentially start on 29th May but not confirmed yet. |
| 7. | Membership, Business Group and Stakeholder applications | Membership and Director application from Shona MacDougall, proposed by **JB** and seconded by **GS** has been received. It was agreed to invite Shona to join the Board. New Business Group Member - Heaven Bikes. |
| 8. | 2020 Plan | 1. More events have been cancelled including the Games and Festival. Peter Wild has films that can be used to create an online experience on the days the events were due to take place. 2. Cruiseliner visits have been cancelled for May and June 3. Opportunity for virtual tours. **LM** and **JB** attended a Zoom meeting with a company called [Marys Meanders](https://marysmeanders.co.uk/). There is potential for virtual tours to take place in Dornoch. Historylinks will be doing a virtual tour of the museum and of the Historic walking trail at some point soon. 4. Facebook Competitions by Lucy Williams. A number of businesses have agreed to support these over the summer. |
| 9. | Community Updates | 1. Dornoch Community Council: **PM** reported that monthly CC meetings are now held by Zoom. As noted in 2c YR has resigned as councillor and chair. The AGM is in June. 2. DADCA: **PM** reported on the success of the Covid 19 food bank run by Dornoch Firth Group under the direction of Charles Minall with 140 recipients twice a week. HIE provided money so they can carry on for 4 or 5 months. Part of the fund is a hardship fund managed by Kyle of Sutherland. Yvonne Ross is working with Golf Club to ensure that 400 children will receive activity packs. 3. DADCA hold a monthly Zoom meeting to discuss maintenance of the building and draw the 500 Club. **JB** suggested the markets might be able to resume in Phase 2, but **PM** confirmed that there was nothing planned for now. 4. Embo Trust – **JM** reported that the final audit was completed and the shop was running well. 5. **JM** said that UHI had a Net Excess Deficit of £90000 which was reasonable in the current circumstances. The development at Burghfield Campus is on hold but it is expected that construction will restart soon with a November completion. 6. Historylinks – **LM** reported that Historylinks had received a grant of £10,000 from Highland Council and also a grant of £1,800 from Museums Galleries Scotland to update the Image Library. The museum is successfully engaging with people online via the Website, Image Library and Facebook. The Virtual Tours will enhance the online presence and keep people interested in the museum. All staff will be on Furlough in June and possible July. 7. **NH** reported the RDGC Community Fund had been advanced to award £5k to Resilience Group mainly for children’s activity packs and £5k to Sutherland NHS mainly for airwave mattresses for use in the community. It was disappointing to have the whin bush fires but glad that someone has been apprehended and charged. Repair work will begin soon but insurance may not cover all that is required. Delighted that golf will be played again soon so more greenkeepers coming off furlough to maintain the courses to the usual summer standard. Phase 1 of golf will see people within a 5 mile radius allowed to play (members only) and this will let us ease into things gently and ensure the game is played safely. Bookings for this year are mostly choosing to defer to next year at the moment but we will have a large deficit at the end of the year due to early season refunds unless we see an end of season surge. Clubhouse project – construction now officially postponed for at least 2 years but work on Common Good Lease consultation restarted with THC. |
| 10. | Financial Statement | Report for April 2020 noted |
| 11. | AOCB | No other business |
| 12. | DOMN | 18th June 2020 7pm by conference call |