Present: Joan Bishop **JB** (Chair)**,** Gordon Sutherland **GS**, Paddy Murray **PM**, Jim McGillivray **JM**, Alison MacWilliam **AM,** Yvonne Ross **YR**, Catherine Moodie **CM,** Kerrie Short **KS**

Apologies:Lynne Mahoney **LM,** Neil Hampton **NH**

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| 1. | Minute of meeting of 19 September 2019 | The minutes were proposed by **GS** and seconded by **JM.** |
| 2. | Matters arising not covered elsewhere | 1. Living Wage Employer conditions – DACIC is already paying the Living Wage but signing up to the full conditions would have implications for contractors tendering for the Hub and so will be reviewed on completion. |
| 3. | Dornoch Hub | 1. Town Centre Fund £50k confirmed – there may be some additional funding if Golspie and Brora don’t spend all their allocation. 2. RCGF Stage 2 submitted 11th October for £304k. 3. A Community Drop-in session was held on 2 October – 50 attended, including some youngsters who chatted with the architects about the plans for their space. All feedback was positive. Two further office spaces were let with only one remaining - the office F15 (19.4 sqm). 4. The Building Warrant application was lodged on 28 September and it was hoped to receive the warrant by mid-November. 5. There was concern from Planning regarding potential contamination from the old vehicle fuel tank. Police Scotland has commissioned an expert report to determine the decommissioning work required. It is hoped that Police Scotland will take responsibility for this. 6. **PM** asked what the benefits the Hub would bring to the community. **JB** responded that the youth & community room, meeting room, gym, seasonal staff accommodation, respite care, exhibition space as well as office space for small, local businesses were all geared towards the local community. 7. **YR** updated the Board about the Community Council plans for the food larder in the grounds of the Dornoch Hub and had spoken to Bonar Bridge and Muir of Ord about their experience. It was important to consider the electricity supply from the building to the larder and this would be included in funding applications. Funding is going well and they were awaiting feedback from planning about the dimensions. |
| 4. | Project Curlew | 1. SLF2 application for a car and coach park is being prepared for submission on 15 November. Skye & Lochalsh have received funding to buy land in Portree to convert to a car park. Funding for creating the car park is to be shared between THC and the Rural Infrastructure Fund. The community group would then lease the land to THC which would recover their investment through car parking charges. to run. **JM** indicated that Highland Council were supportive of community groups acquiring land for this purpose and there is to be consultation on charging for HC owned car parks, including the Meadows. It was agreed to discuss this with the ward manager, Phil Tomalin prior to submitting the SLF application. **JM** mentioned that HC can be flexible with regards to charging for parking, eg free first half hour, seasonal charging etc. 2. No answer on VDLF had yet been received, so this is causing a hold up. Fairhurst are in touch with THC contamination officer to agree reduced ground investigation requirements for a car park. 3. **JB** indicated that it was necessary to go back to the community to see if they are happy with this new proposal and that parking is chargeable. **JB** will send round a brief survey monkey survey to business group members to provide some figures for the bid. 4. It was suggested that motorhome parking with an aire could be part of the bid but it would be necessary to consult with the Caravan park first. 5. It was reiterated that if DACIC owned the land it would make a lot of difference to the funding bids. **GS** suggested that a solar array in the southern low lying grassed area would be a possibility to ensure the building was self-supporting in energy terms. 6. It was mentioned that the long term aims are a phased approach to community facilities, with the first stage being to own the land. The cost is £175k but contamination issues are likely to increase costs substantially. 7. **GS** felt that the SLF2 funding application was likely to be knocked back in November but we would be given some feedback and guidance about how to progress. 8. **YR**, as Provost, would send a letter of support for community need for carpark to JB. |
| 5. | Catherine Moodie and Kerrie Stevens reports | **KS** submitted a written report to the Board. She reported that she been to Kyle of Sutherland and had a training session with Val Houston. They had had very interesting discussions and she received useful information about the tender process, use of local contractors and the construction of their hub.  **CM** reported that she had submitted an application to Investing in Communities and a response was expected by the end of the month. If this was not successful, she has other options.  A Community transport application had been submitted – the funders meet on 7 November and a response is expected shortly thereafter.  **CM** had also applied to the Digital Xtra fund for set up costs for coding club for school pupils.  Youth Club funding application – there were further deadlines in January and March which **CM** would apply to – but this may require the youth club to be affiliated to Youth Scotland.  **CM** reported that the BID application form requires a lot of further detail and that she would concentrate on that once the other funding applications had been completed.  Coastal Communities Fund is changing name and format and would now come under the remit of the Council. **JM** to find out at the next council meeting when the next round of funding would be released. |
| 6. | Membership and Stakeholder applications | No new applications. The Lochans have cancelled as they no longer offer fishing due to otters & ospreys eating the stock. |
| 7. | Approval of Accounts to 31/03/19 | The accounts were unanimously approved and **JB** would sign off. |
| 8. | Proposed changes to M&A | The Scottish Land Commission which deals with community right to buy has updated their constitution template so 16-17 year olds would be able to join the Board, a junior section could be created and associate members could attend in a non-voting capacity. The Board would be able to co-opt directors with relevant experience. However, when **GS** submitted these amendments to our existing constitution, these were rejected. Although as a CIC we are eligible to apply for asset transfers, legislation has changed and in future DACIC would no longer be able to apply for community right to buy unless it changes its legal format. This has greater implications that a few changes to the constitution, so **GS** recommended that we don’t make any changes for now. DACIC is only required to do this if we wished to apply for a community right to buy in the future. The Dornoch Trust or DADCA could also step in if necessary, should a community right to buy opportunity arise. |
| 9. | Date of AGM | It was agreed that this would be held on 12 December 2019 at the RDGC at 7pm, and would be followed by a Board meeting. |
| 10. | 2019 plan |  |
|  | a. Visitor Centre | 1. 4256 visitors in September, down 18% on 2018 (year to date down 4%). 2. 8650 visitors from 221 coaches were met in 2019 – these figures are restricted to notified arrivals. Whilst this was less than last year, it was felt that Lorraine had developed a good relationship with the coach drivers and directed visitors efficiently so they did not need to go to the visitor centre. |
|  | b. Business Group | 1. BID/SID – **CM** had received the application form and **GS** had put together a spreadsheet of business rates from information available through the Scottish Assessors Association, which indicates we could come close to doubling the current income. There would be no need to chase for payments and the BID would be working for the benefit of the business community as a whole, not just for those in tourism. DACIC is in touch with both Nairn and Dingwall who have been / are going through the process respectively. A vote of all businesses in the database is required to determine if a BID proceeds and if carried, payment is mandatory and gathered by the Council. It would be necessary to produce a 5-year business plan as part of the voting process. A seed grant of £20k would be available to help get this started and it was hoped that HIE may put in another £10k. The next step would be to have a meeting with the main businesses – this would be held in January. 2. Trade directory – no further development, though this could come out of the BID. 3. It was reported that Harry Gow has closed down their café section. 4. Winter Brainstorming – this has been postponed to January. 5. New Events – possible Food & Drink event in April. **JB** to ask Lou to see if she can pick it up; if not, this will be carried over to the future. 6. Enchanted Forest – **AM** reported that she had been to the event in Pitlochry but it was felt that it was too ambitious an idea for Dornoch. 7. Dornoch in Winter leaflet is now out I nINverenss & the Black Isle and locally in shops and visitor centre 8. Press & Journal quarterly article in weekend supplement “Why Dornoch?” – **JB** reported that there had been no interest from the businesses in taking out advertising so this would not go ahead. 9. It was reported that there was a potential new lessee for Grace of Dornoch. |
|  | c. Month by month plan. | 1. Dornoch 2020 leaflet – businesses are to be contacted. |
|  | d. Community updates | Dornoch Community Council: Elections taking place soon and **YR** and **PM** intended to stand again. It was agreed that even if they were not elected, they should remain on the Board and a new member of the Community Council would be invited to join.  **YR** reported that renegotiations of the RDGC lease were currently underway with RDGC, Highland Council and the Community Council. These were proving difficult but YR was hopeful that this issue would be resolved to the satisfaction of the Community Council.  DADCA: Fireworks and Bonfire to be held on 5th November. St Andrew’s Fair is 7th December. Hogmanay Street Party awaiting confirmation of Public Entertainments Licence renewal.  Embo Trust: Quieter season that usual at Grannie’s. Café will close for the winter.  UHI: No report (Alison MacWilliam had to leave early)  Historylinks: No report (Lynne Mahoney not present)  RDGC: No report (Neil Hampton not present) |
| 11. | Financial statement | Report presented to 30 September |
| 12. | AOCB | Support for Luke Fairns (12) and Gaelic You Tube videos – Fileant. It was agreed to promote the videos on VisitDornoch You Tube channel. |
| 13. | DONM | After the AGM on 12th December |