

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

MINUTE OF DIRECTORS MEETING 3<sup>rd</sup> March 2014

Present Jenifer Cameron (JC) (in the Chair), Cllr Jim McGillivray (JMcG), Joan Bishop (JB), Anne Coombs (AC), , Tommy Mackay (TM), Rachel Jack (RJ)

Apologies: Pat Murray (PM)

Guest: Di Alexander

Item	Point of Information/Discussion/Decision	Action
1. Resilience and Efficiency	It was decided to establish sub-committees to share the tasks more evenly amongst board members and to make board meetings more effective. It is expected that sub-committees will meet monthly (or as required) and submit reports to go with board meeting papers. <u>Finance &amp; Funding</u> RJ, AC, JB (17/3 @7pm JB) <u>The Dornoch Walk</u> TM, JB, JMcG, AC (Email 11/3). <u>Marketing</u> JC, JMcG. Still to choose sub committee(s) PM.	
2. Current Issues	<p><u>a Service Point Closure</u> . The FHR committee of Highland Council voted on 26/2 to close 23 Service Points including Dornoch. The decision is being reviewed at full council meeting on 18/3. An outreach service (un-costed) is proposed for face to face meetings and a self service facility in the library for the rest. There are grave concerns for the effect this would have on the old and vulnerable, who are digitally excluded, the staff who will be deployed “elsewhere”, the growing wedding market, and tourist information. We will work with others to challenge the proposal, on the figures used to predict savings, the costs of outreach (which reduce or negate proposed savings), and on the unintended effects. Members of DACIC will be made aware of the petition to express their protest to the council. JMcG is meeting with council staff to explore full use of the library/council chambers and additional facilities required. The time frame may be accelerated by the sale of the Court House depending on the new owner (closing date end March)</p> <p><u>b.VisitScotland</u>. JC has been in touch with Scott Armstrong to offer support in establishing alternative provision in Dornoch for 24k visitors pa. An initial approach has been made to Historylinks museum to see if they could provide a service. (VS are moving to museum in Grantown). The increased footfall would be helpful, but new signage would be required and the space is limited. Outreach posts at Grannies and Dornoch Caravan site suggested. All options to be discussed with VS (Jamie Conner).</p> <p><u>c. Impact of loss of registrar</u> Dornoch has 128 registration events per year – the highest in Sutherland in all categories, but especially weddings with 57 compared to single figures in the other 4 offices. Wedding tourism is a growth area and the loss of the registrar’s office will be felt in the local economy. JMcG is checking if there is an option to establish a registrar facility independent of the council, or if the council would base a registrar in Dornoch to cover the north e.g. based in the Library. The council chamber is a registered wedding venue</p> <p><u>d. Future Options</u> The Finance &amp; Funding sub-committee to research Enterprise Ready fund (Foundation Scotland) as background for a community driven solution.</p> <p><u>e. Meeting with Stuart Black HC Director of Planning &amp; Development</u>. The meeting on Wednesday 3rd March chaired by DACIC with key staff from HC, HIE and RDGC is a chance to share the opportunities and challenges that we face and develop partnership solutions that can help deliver the best outcomes for Dornoch. The aim is to identify areas of responsibility for all partners to take projects forward. This is critical in the light of proposed removal of service point.</p>	<p>JB</p> <p>JMcG</p> <p>JB</p> <p>JC</p> <p>JMcG</p> <p>F&amp;F</p>

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3. Minute	Of meeting 8 <sup>th</sup> January 2014. Proposed TM, seconded JMcG and of meeting 15 <sup>th</sup> January 2014 Proposed TM, seconded AC	
4. Matters Arising	<p><u>World Host</u> The Sales course on 17<sup>th</sup> February was attended by 10 delegates. 13 are booked for Customer Care course on 20<sup>th</sup> March. 20% HIE support confirmed.</p> <p><u>Court House</u> Updated Feasibility Study received. However with closing date set for sale and probable loss of anchor tenant, it is unlikely to progress.</p>	
5. Membership Applications	There was a membership application from Don Nicolson who was duly admitted.	
6. Nomination of Directors	Nominations for Stuart Gardiner and Don Nicolson to join the DACIC board were accepted. This brings the total number of directors to 9 (11 max)	
7. Financial Report	The unrestricted reserves are £3152.64. A grant from HIE of £700 is awaited for the retail survey. The financial year ends 31 March. The F&F sub-committee will review a project based reporting structure for next year. Ian Mackay to be contacted about year end preparations. There are very few transactions this year due to Paypal facility for website payments.	JB
8. Updates	<p><u>a. The Walk</u> Blythswood, Alzheimers Scotland, Macmillan, Highland Hospice and the Archie Foundation have all now agreed to take part and each will pay £200 for 60 places. DADCA will act as an umbrella body for local organisations and will encourage its own members to take part to raise funds for its projects. Webpage on <a href="http://www.visitdornoch.com">www.visitdornoch.com</a> (in Events Section) went live on March 1st with links to the registration pages of all participating organisations. To do list circulated with papers. Directors to action and advise Walk sub committee on completion.</p> <p><u>b. Branding/Marketing</u> Common Good application for £5k and Beinn Tharsuinn £1k approved at Community Council. Tender document “Finding Dornoch” drafted and approved by HIE. Next step is to advertise as previously agreed in Marketing Magazine online. Cost of £400+VAT (£480) approved.</p> <p>NHI working on the Why Dornoch survey report. JC has conducted 2 focus group sessions, one with general public and 1 with RDGC Council. School survey responses still awaited.</p> <p><u>d. Pipe Band Championship</u> – No action since last meeting. JB has met Magnus Orr (piping events organiser) and other options may be open if championship route is not successful. Magnus also suggested a music festival (gigs in different venues over a weekend). DACIC do not have capacity for this at present but could promote if organised by others.</p> <p><u>e. 3 Chairs Meeting 18/2/14</u> JC, Jerry Bishop DADCA and Yvonne Ross CC</p> <ul style="list-style-type: none"> <li>• JC updated on our Why Dornoch survey. YR will get school pupils to complete the survey.</li> <li>• The Walk, YR will organise the catering at the school with senior pupils – Parent Council have not committed to support the event. YR will ensure canteen is available.</li> <li>• JB updated on the community building project. Timeline document</li> </ul>	<p>All Walk SC</p> <p>JC</p> <p>JB</p>

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	<p>distributed at the meeting. Discussion on need for a dedicated youth room in the new building. DADCA plan to ask for substantial Common Good funds for the next 4 years be committed to their building project</p> <ul style="list-style-type: none"> <li>•Discussion of use of the community marquee; it is not available for private hire and its community use has to be agreed between the hogmanay party, festival week, highland games and RDGC</li> <li>•Discussion on possible service point closure. All 3 organisations will write to the council to express concern etc. JC will write to visitscotland re tourist info centre.</li> </ul> <p><u>f. HIE Meeting JC &amp; JB met with Pete Guthrie 4/2/14</u></p> <ul style="list-style-type: none"> <li>•Discussion on state aid rules and any possible impact on funding for the branding project</li> <li>•Funding for single online events calendar agreed.</li> </ul>	
9. DONM	Monday 14 <sup>th</sup> April 7-9pm Council Chambers..	