

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

MINUTE OF DIRECTORS MEETING 27th October 2015

Present: Jenifer Cameron (JC) (in the Chair), Joan Bishop (JB), Alison MacWilliam (AMcW), Cllr Jim McGillivray (JMcG), Morven Urquhart (MU), Jacqui Hamblin (JH), Steven Mure (SM)

Apologies: Anne Coombs (AC)

Attending: James Dillon

Item	Point of Information/Discussion/Decision	Action
1. Director's Application	Vanessa Williamson's nomination as a director was accepted.	
2. Minute of Meeting 29 th September	Proposed JH, seconded AMcW	
3. Matters Arising	<p>JC is resigning as director and chair with effect from 24th December. This will allow for the 2nd VisitScotland claim to be cleared on 23rd December. Directors were asked to consider taking on the various roles currently managed by JC, including VisitScotland lead and Purple Frog contact, to allow for structured handover. The growth fund application & first report to be circulated to directors so they can see what is involved.</p> <p>Skills audits to be completed by SM and JH.</p> <p>JB to bring current director declaration forms & register of interest to next meeting for confirmation or to note any changes.</p> <p>Acorn Signs to correct 1 mins errors on 5 fingers this week.</p> <p>LW can still not access the website. JC to follow up with PF</p> <p>JH would like to be on Funding & Finance committee but having reviewed the scope, does not have time for the Treasurer's role. JH would be willing to take on Membership Secretary from mid November.</p>	<p>JB/JC</p> <p>SM, JH</p> <p>JB</p> <p>JC</p>
4. Membership & Stakeholder applications	A membership application from James Dillon was accepted.	
5. Coastal Communities Fund	<p>a. Outcome of Extension Bid reply still awaited</p> <p>b. A9 signage update. All entries must be VS accredited visitor attractions. Accreditation requires a financial commitment of £125 + VAT per year. The Cathedral is taking the issue to the Deacons Court for a decision. JMcG suggested they could make an application to Beinn Tharsuinn for assistance. Discussions are on-going with Court House for inclusion on the sign.</p> <p>c. Public Wi-fi invitation to tender is on Public Contracts Scotland with tenders due by 16th November.</p>	

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6. Court House	<p>Planning Permission still outstanding. Design of glass wall has been simplified to two rectangular panes. This has meant the original desk can be re-used, reducing costs. Quotes have been received for the main items and provisional figures set in other areas, awaiting quotes. The overall budget is £40k. Of the £20k pledged, over £18k has been collected to date. We will release donated funds against agreed expenditure an incurred. Carol Mackay has been appointed as Carnegie Courthouse project co-ordinator, so we will be working with her and Helen Lyon, the interior designer.</p>	
7. Visit Scotland Growth Fund	<p>a. <u>VS Report</u> JC working on 2nd report and claim. There will then be a final report when the project finishes in February. LW to work on this, but a board member is also required as nominated contact. Gillian Learmount is our funding officer at VS and will assist whoever takes over from JC, if required. JC will also be available for support/ to answer queries.</p> <p>b. <u>Marketing Update</u> There has been a lot of press coverage of Whisky Festival and now New Year including in P & J weekend, Sunday Herald and Herald on-line. There are now 9 videos on the Discover Dornoch You Tube channel.</p> <p>c. <u>Whisky Festival</u> JMcG has artistes booked for the concert. Programme timings and charges to be confirmed. JMcG, AC, JC, MU on duty. JB £100 float. JMcG to firm up with Police re Friday evening events. AMcW to contact Pyroceltica re marking the exclusion zone. Bookings going well with some events now full. Board members invited to join Sunday Toast to 2016 at RDGC 3:30-4:30. Invoice required from Sutherland Schools Pipe Band.</p> <p>d. <u>New Year Programme</u>. Thanks to MU for preparing this year's programme which is now with PF for leaflet design before going to print. MU is organising the concert.</p> <p>e. <u>400 years of golf</u>. AC, JB and LW attended a meeting with Lindsey Kelly in October and another is scheduled next week. JH volunteered to attend community events meeting on 3rd Nov in RDGC.</p>	<p>JMcG, AC, JC.MU</p> <p>JB</p> <p>AMcW</p> <p>All</p> <p>JH</p>
8. Business Group	<p>A meeting will be held on Monday 9th November at 2pm in the Royal Golf Hotel to review progress of the marketing initiatives and present future plans. Neil Hampton of RDGC will chair the meeting with presentations by Robert Ratcliffe (Royal Golf Hotel), Nick Lund (Purple Frog) and David Stewart (Highland Retail Academy). SM has agreed to take the lead on the BG Advisory Panel and will ask if 2-3 more representatives for the BG would join, so all sectors are represented. A handout will be prepared for the meeting, with renewal details (invoices to be issued in December). JC has sent out invitation to BG members. JB to invite new owners of the Bookshop & manager of Shearings.</p>	<p>JB</p>
10. AOCB	<p>a. Neil Hampton had passed on an email from a RDGC member keen to develop a cycling sportive. In the first instance we will refer this on to Sutherland Wheelers.</p> <p>b. Dornoch Firth Group has a new outreach worker who wants us to share a survey link with our members. However a news item on the local website was deemed more appropriate.</p> <p>c. SM has experience of using a drone to photograph Parkdean and wondered if this was a way of getting extra video footage. There are now licensing issues, especially around airfields, but the idea is worth pursuing. SM to research & report back.</p>	<p>JB</p> <p>JB</p> <p>SM</p>

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	<p>d. JB and JMcG had attended a Masterplan Focus Group meeting. Susan Smith Head of Business at HIE was in attendance and is very excited about the inward investment opportunities for Dornoch and congratulated the community on its dynamic self help approach,</p>	
11. DOMN	Tuesday 24 th November at 7pm in Council Chamber.	