

The Glendale Trust

SC 327627 Charity SCO 38741

[www.theglendaletrust.org](http://www.theglendaletrust.org)

**Minutes of Directors Meeting**

31<sup>st</sup> January 2015 – 2.00pm  
Glendale Community Hall

Present: Joy Talbot (JT) Richard Powell (RP) Sandra Powell (SP) Raymond Coughlin (RC)  
Kevin Stockley (KS) Ian McLean (IM).  
Also Present LDO Elgar Finlay (EF), Catriona MacPhee, Stuart Edinburgh.

Number	Subject	Action
1	<u>Apologies</u> : Karen Redfern, Dominic Houlder, Jason Bold.	
2	Minutes of 17 <sup>th</sup> December 2014 read and approved Proposed seconded	
3	<u>LDO report</u> <u>Meanish pier</u> - We now have the LMA signed which allows us to send out the tender for producing a business plan for the pier, the tender is due out on Monday. <u>Housing</u> -HSCT are due to deliver the modeling for the housing project by the end of next week, the SLF application needs to be submitted by March. <u>Broadband</u> Initiated work with CBS and MICT BB group have reviewed proposed questionnaire and fed back details to MICT. Liaised with CBS to deliver map and post codes once this is in place work will begin. Had call from Carbost / Mingish community group also keen to get involved. <u>Farmers Market</u> Final report has been completed and due to be signed off. We need to develop plans to launch the project summer 2015. Met Hall Committee who are keen to develop the project as they are now in control of the craft market. <u>Heritage</u> - Completed and submitted Glendale Trust film to the FilmG community film competition. Received a significant amount positive comments and support. Currently working to increase the number of votes for the film.	

	<p><u>Additional Work</u> The sign at the hall has been fixed with better felt, the tiles are broken so can't be used. Hannah Deans is continuing to work with EF.</p> <p><u>Borrodale School Update:</u></p> <p>Jason met with HRI in Inverness on Tuesday 27th January to review progress and next steps, following feedback from funders:</p> <ul style="list-style-type: none"> <li>- Next milestone is a design team meeting in Inverness on 12th February at 11am between HRI and their consortium of engineers, plus Elgar &amp; Jason who will represent the Trust (to be agreed)</li> <li>- Further development is required by Pick Everard (heating engineers) to tighten the requirements for biomass. This needs to include predicted usage during commercial operation</li> <li>- Resource Efficient Scotland (RES) have provided an in-depth appraisal of the renewable elements and energy efficient materials being planned. This report has been shared with HRI / engineer team to help clarify final requirements. A copy of the report is held by Jason &amp; Elgar if needed.</li> <li>- Following the design team meeting, Jason will be conducting a conference call with the capital analyst at Big Lottery Fund. This will be done in conjunction with Jean Hamilton, Jason and HRI.</li> </ul> <p>1) Building Warrant Progress:</p> <ul style="list-style-type: none"> <li>- HRI have responded to additional structural questions issued by Highland Council</li> <li>- Expecting to have BW in place by mid-February 2015</li> <li>- Upon approval of BW, tender package to be finalised by HRI</li> </ul> <p>1) Professional Services - Tender on hold, but tender to be issued in Feb/Mar</p> <p>2) Construction Tendering – Tender on hold until we complete the building specification</p> <p>3) Funding - Stage 1 application has been submitted on 29 January.</p> <p>4) Legal - Date of entry is now fixed as 27 February 2015.</p>	
--	--	--

	<p>- £130k fee is processed by SLF, awaiting Certificate of Title to be provided by Eilidh @ Inksters, due for delivery to SLF by 11 February at latest.</p> <p>Finance Update: - Update meeting took place with Jason, Karen and Elgar to discuss responsibilities and procedures in December 2014. Further discussions to take place late February.</p> <p>- 2014 data to be sent to new accountants CSM&amp;Co early February to complete end of year accounts.</p> <p>- Awaiting a fee proposal from CSM&amp;Co to help establish VAT implications of the project.</p> <p><u>IT Project</u> Catriona attended the Hall committee meeting, they have agreed to allow her to have a key, but we cannot store the computers at the hall. Met the Head Teacher at Dunvegan Primary School regarding the training for the School children. Computers we have currently need some upgrades plus we need to obtain new equipment. An open day is being planned for when the computers arrive</p>	
4	AGM to be held on 2 <sup>nd</sup> April at 7.30pm.	
5	Homecoming- Stuart Edinburgh is to consult with the Community Council regarding the homecoming but a date of 25 <sup>th</sup> July was suggested.	
6	Requests to attend meetings- It was agreed that we need to clarify the information on the website to state that we can invite anyone to attend meetings but that they are not open meetings.	
7	A date of 11 <sup>th</sup> April was suggested for an event to celebrate the communities' purchase of the School building.	
8	<p>AOCB We need to contact the Highland Council regarding the location of the bottle bank.</p> <p>At this point EF and CM and Stuart Edinburgh left so we could discuss Fay Thompson's letter regarding Elgar. Following discussions it was agreed that all future communications would come directly from the Committee rather than via EF.</p>	
9	Next meeting- It was agreed in future to hold meetings on the third Saturday of each month. The next meeting will be on Saturday 21 <sup>st</sup> February at 2.00pm.	