

Assynt Development Trust Limited

Minutes of Board Meeting Tuesday 19 May 2020, 11.00am via Zoom

Present

Willie Jack (WJ), Marianne Hutchison (MH), Nigel Goldie (NG), Boyd Alexander (BA),

In attendance

Adam Pellant (AP), Ewen McLachlan (EM), Clare Hawley Minutes Secretary,

Apologies

Sara-Anne MacLeod (SM), Edwin de Jong (EdJ), Bill Badger (BB)

Item	Meeting	Action
1	Minutes of the Board Meeting of 25 March 2020 The minutes of the previous meeting were agreed to be an accurate record of the proceedings. This was proposed by MH seconded by NG	
2	Matters Arising from the minutes of the previous meeting (not addressed elsewhere on the agenda) None	
3	Finance and Legal A) ACA Ltd and AC(T) Ltd finance update Papers circulated. There were no questions regarding the figures presented. EdJ has emailed WJ and requested that he can stand back from meetings and the decision making process, acting as a financial advisor only. NG noted that it is not an unusual practise to pay an accountant to carry out the work EdJ is doing for the Trust and could EdJ be paid to carry out the financial work instead of having him as a Board member. EdJ is still happy to work on the spreadsheets and accounts but not get involved in the Board. WJ will have the discussion with EdJ regarding payment. B) Supporting Communities Fund – For Assynt Resilience Group ADT received £14,504 on 3 rd May. The Assynt Resilience Group is made up of Assynt Community Council, ADT, Connect Assynt and Community Care Assynt. There is not a demand as of yet for hot food around the parish with the exception of the meals provided in Lochinver from ACC. The food bank is up and running successfully with food boxes delivered to 30 to 35 households in the community and that number is still growing. It may be that the funding for hot food provision is transferred to the food bank. MH mentioned that logs had been donated to the food bank and this was very welcome as many are still using solid fuel and fuel poverty is also in need of addressing. Liam (CC) is to produce a feedback form to go in to the food box to find out if they are meeting requirements and whether logs would be a good addition. Facemasks – WJ has around 14 individuals who have offered to make the masks and payment for this work is offered although some people have declined payment. So far 211 masks have been made and 246 are in production with materials for a further 500 to be made. The masks are costing approximately up to £5 per mask however some are made from donated materials and have been made with donated time. The distribution phase of the masks is about to start, WJ suggested the shops that are open and the medical centre can have stocks of the masks for collection. The Scottish government have released guidance on the use of face masks and the community should be encouraged to use masks in shops etc to protect both themselves and the staff working in those establishments. MH said everyone in the community should have one in the same way the thumbs up signs were distributed and not everyone is visiting the shops. Donations could be asked for to pay towards the masks with free masks	WJ

	<p>handed out the most vulnerable members of the community. NG thought there also needs to be guidance given out with the masks as to which way up they go and how to wash them, WJ has produced an instruction sheet using the Scottish Government recommendations and that will be included with each mask. MH happy to distribute around Lochinver and it is suggested they are packed in zip lock plastic bags with the information sheet. The community council have a list of people that can coordinate distribution in each area.</p> <p>PPE – The CC have spent money on PPE, ADT have ordered 10 more hand sanitizer dispensers which can be used outside each open business/Shop in the parish.</p>	
4	<p>Cludgie Waste Project</p> <p>AP spoke to Ally Mcleod from Assynt leisure regarding the project and has not had an update since then. MH gave an update on the staffing situation at AL and asked if funds will be available for AL to host the food bank? WJ says there is a fund for £500 to be paid to organisations from the resilience fund and AL could be paid out of that. The contractors due to work on the Cludgie are currently working on the Culkein Stoer slip way. Once they have completed that work at Culkein, it is possible they could start on the project although MH pointed out that construction work is not supposed to be happening at the moment. WJ thinks that restrictions might be eased soon. AL are not keen on increased traffic in to the car park now that the car park resurface is removed from the project. The use of a layby or parking on the roadside is still a possibility but discussions would need to take place with the harbour and possible planning permission sort. AP and EM are to come up with a sketch/plan of the layby that can be shown to the harbour and HC.</p>	AP/EM
5	<p>Development –</p> <p>A) The Mission – HC CAT Application A letter of support from ACC has been received and forwarded onto HC. All council asset transfers are on hold at the moment however if Covid 19 restrictions ease, it could go ahead in August.</p> <p>B) Lochinver Glebe Land SLF funds have not been drawn down yet due to Covid 19 restrictions in place. When possible the balance of funding will be applied for from Rural Housing.</p> <p>C) Harbour Area Expressions of interest can be made in the next month to 8th Round of the Regeneration Capital Grant Fund. The fund has to be applied to by HC. NG asked if we should we be looking at what the priorities are ready for the next round of funding.</p>	
6	<p>eBike Project</p> <p>The new bike agreed to at the last meeting was ordered however the ordering process was long drawn out as EdJ was concerned about how Babboe required payment so WJ paid for the bike on his personal credit card and has now been reimbursed. EM had suggested a trailer for the bike but WJ is concerned that the addition of the trailer could cause further delays and ADT may not be reimbursed. EM to speak to the funders and clarify.</p>	EM
7	<p>Discover Assynt</p> <p>A) Website Update Jane Pretsell the DA web designer has agreed to take a reduced level of pay to work on the social media side for DA up till July at least while Covid 19 lockdown is in place.</p>	

	<p>B) Visit Scotland Coronavirus (COVID19) support scheme for tourism destination and sector organisations An application to the fund has been made on behalf of DA for £1950.00</p> <p>C) Proposal for an alternative booking system for Discover Assynt Papers 14, 15 & 16 Together Proposal for North Highland Initiative (May 2020) A number of large booking agencies have been slow to return deposits etc to local accommodation providers and it has been asked if a local agency would suit better. Free-to-book is a Scottish agency that has been around for 20 years and have offered their channel to Assynt, Wester Ross and NHI users. The platform can be used like booking.com and Airbnb and in conjunction with those websites. The board agreed that the proposal be explored.</p>	EM
8	<p>Culag Park Update</p> <p>Assynt Upkeep have now started mowing the grass at Culag Park and getting the Park ready for the summer. There are no football matches planned and the AHG have been cancelled due to Covid 19 restrictions.</p>	
9	<p>Climate Action</p> <p>BB and MH are looking to move forward with Andy Summers and Jane Matheson on a Climate Action group under the ADT banner. Questions have been raised as to what happens to the household recycling and whether it is being recycled, BB is keen to look into this. EM also pointed out that when the glass recycling truck comes, they mix all the different colours of glass together that has already been segregated.</p>	BB/MH
12	<p>Development Officers Reports</p> <p>a) Report from Adam Pellant Report circulated. AP noted that it looks like fibre broadband is starting to be installed in the south of Lochinver.</p> <p>The old Mission website has been taken down and the URL now diverts traffic to the new website.</p> <p>b) Report from Ewen McLachlan Report circulated £1k successfully applied for on behalf of Flossies from NHI. EM also wants discussion on how tourists are welcomed back once the restrictions are lifted which could be July in England and see if that follows in Scotland. The Supporting Community Fund is not looking at supplying loans as then the fund would have to have consumer credit in place so they are still looking at grants. Both AP and EM were interviewed by Loch Broom Radio, link to be circulated.</p>	
13	<p>AOB</p> <p>A) Gaelic signage - New signs are now being erected and the new NC500 signs have been put up too.</p>	
15	<p>Proposed Date of Next meetings Late June?</p>	