

**Assynt Development Trust Limited**

**Minutes of Board Meeting Wednesday 28<sup>th</sup> October 2020, 11.00am via Zoom**

**Present: Willie Jack (WJ), Marianne Hutchison (MH), Boyd Alexander (BA)**

**In attendance: Adam Pellant (AP), Ewen McLachlan (EM)**

**Apologies: Sarah Ann MacLeod (SAM), Edwin de Jong (EdJ), Bill Badger (BB), Nigel Goldie (NG)**

<b><u>Subject discussed</u></b>	<b>Action</b>
<p><b>1. Minutes of Board meeting of 16<sup>th</sup> September 2020</b> It was proposed by MH, seconded by BA that the minutes of the previous meeting were an accurate record of the proceedings; All agreed.</p>	Agreed
<p><b>2. Matters arising (not addressed elsewhere on the agenda)</b></p> <p>5d) Switching from RBS to Co-op Bank. WJ explained to the meeting that he had not yet investigated this any further. He will do so and report back to the next meeting.</p>	WJ
<p><b>3 Climate Action Update from MH</b></p> <p>MH has still not met yet with BB but has spoken to Anna Patfield. She wonders if there is a possibility of funding for a ranger, possibly in the same way as Plastic at Bay? EM mentioned the £7.2M of Crown Estates funding that will come to Highland including £760K for Sutherland. The Community Climate Asset Fund could possibly be of use to the Glencanisp Walled Garden maybe for new gates. MH to contact Claire Belshaw to inform her. The meeting discussed the possibility of the CCAF fund for a community electric vehicle. MH suggested that the three external fire doors at Assynt Leisure Games Hall and the Hall Lights could be a fundable project from the CCAF and will contact Kelly at AL. MH will seek to hold a meeting with others to discuss climate action, food larder, plastic waste and beach cleans. EM suggested that an online webinar\conference could be held as was discussed pre-lockdown and he will seek to develop this idea.</p>	MH EM MH  MH EM
<p><b>4 Finance &amp; Business</b></p> <p>a) <b>ADT Ltd and AC (T) Ltd financial update</b> Cash flow actual to date (30<sup>th</sup> September) and budget to year end (31<sup>st</sup> December) and explanation for information. No questions on the reports and all agreed finances appear healthy</p> <p>b) <b>2021 Budget Proposal and spreadsheet</b> Proposal to accept draft budget as presented and finalise at next meeting BA proposed and MH seconded, AGREED. The ICF project was discussed and WJ advised that he had met with EM and AP to discuss the last few months of the project up to 31<sup>st</sup> March. He advised that information sheets/infographics would be produced by EM and AP for all projects over the last three years. BA suggested that useful indicators could include for every £1 spent on SCP/ICF the following was achieved.... and also a note of how much money was spent locally.</p> <p>c) <b>Supporting Communities Fund/ STP and NHI Grants – For Assynt Resilience Group</b> Update including Income &amp; Expenditure to 30<sup>th</sup> September 2020 - Discussed and noted. WJ explained about the food larder shed and the meeting agreed to fund the balance for a larger shed than originally envisaged. The new shed will be £2,500.00 while the funding originally agreed was</p>	EM/ AP  WJ

<p>£1,129.99 with the balance to come from unspent SCF donations (£422.79) with the remainder from ADT. BA proposed and MH seconded, the meeting AGREED</p> <p>d) <b>Communities Recovery Fund</b> Discussed and noted. It was suggested that Connect Assynt may benefit from this fund for new activities.</p> <p>e) <b>Louis Gouveia Fund</b> Proposal to offer a £250 grant - MH proposed BA seconded, the meeting AGREED.</p> <p>f) <b>ADT membership of DTAS</b> Proposal to accept permanent membership. BA proposed MH seconded, the meeting AGREED</p> <p>g) <b>DTAS Annual Conference Programme 9-11<sup>th</sup> November</b> For information</p>	<p>EM</p> <p>AP</p> <p>WJ</p>
<p><b>5 Development</b></p> <p>a) <b>The Glebe Land, Lochinver</b> Update: WJ advised the meeting that all invoices from the feasibility study had now been received and paid while grants from HIE and SLF had all been received. Invoices totalled £24,850, grants £20,200 leaving ADT to fund the balance of £4,650. The decision on our application for acquisition finance for The Glebe Land will be made by SLF on 12<sup>th</sup> November.</p> <p>b) <b>Cludgie Waste Project</b> Update: Anderson Civil Engineering are now constructing the surface works, and they have approached a local electrician for help with the electrical aspect. AP is registering the works with SEPA. He is waiting to hear from Golspie Payments Office – important as AL cannot claim funds until registered. RTIF have previously advised they require a lease extension as a requirement for funding nothing heard yet, so this may be delayed to phase 2. Leona at RTIF has suggested amendments to the AL/HC lease which includes a lease extension. Completion of Phase 1 is now likely mid November.</p> <p>c) <b>The Mission freehold acquisition</b> HC officers have now recommended approval of ADT’s CAT application and we now await decision from HC councillors on 25<sup>th</sup> November meeting of Communities and Place Committee. The proposed purchase cost is £1 with estimated legal costs for both sides of £5K payable by ADT (in the proposed 2021 budget)</p> <p>d) <b>Assynt Broadband project – Email Paper 17</b> Email from Cameron Warren re takeover by Lothian Broadband – noted</p> <p>e) <b>Local business:</b> WJ advised the board that he had been approached by a local business for help with possible lease or purchase negotiations for their property. MH withdrew from the meeting due to a potential conflict of interest. BA suggested that if ADT is to help further then it may be beneficial that ADT have an agreement with the local business to work as their agent. WJ to report back.</p>	<p>WJ</p> <p>AP</p> <p>WJ</p> <p>WJ</p>
<p><b>7. Culag Park Update</b> MH advised that the grass has not yet been cut to the correct Autumn level but is almost there, maybe one more cut. WJ to discuss the 2021 contract with AU.</p>	<p>WJ</p>
<p><b>8. Discover Assynt Update</b></p> <p>a) <b>Leave No Trace signage</b> - Noted</p>	<p>WJ</p>

<b>b) Website update</b> Proposal to draft 2021 membership / donation requests to tourism providers for February / March BA proposed MH seconded and the meeting agreed	EM
<b>10. Development Officers Reports</b>	
a) Report from Adam - report for period to 21 <sup>st</sup> October AP advised that the decision on Cludgie phase 2 by RTIF will now be on December 15 <sup>th</sup> .	AP
b) Report from Ewen - report for period to 21 <sup>st</sup> October EM is in discussion with Ian Sinclair at HIE on their proposal for DMO's	EM
<b>10. AOB</b> None	
<b>11. Proposed date of next meeting</b> <b>Thursday 26<sup>th</sup> November 2pm</b>	