

Board Meeting

Present: Chris Goldsmith – Chair & Founder Trustee
Brian Burnett – Treasurer & Founder Trustee
Carol Thomas – Company Secretary & Founder Trustee
Sheila Clark – Founder Trustee
Arlene Colewell – Trustee
Tina Goldsmith – Trustee
Peter Gray – Trustee
Rhona Knox - Trustee

Apologies: Ann Urwin – Founder Trustee

Date: 28th May 2024 @ Thistledoo

Avich & Kilchrenan Board Meeting # 007

Item 1 Welcome and apologies
Chris Goldsmith (CG) opened the meeting, welcomed those present, and noted that Ann Urwin had submitted her apologies.

He declared the meeting quorate.

Item 2 Changes to Conflicts of Interest

There appeared to be a mismatch between conflicts of interest on the agenda and on the meeting minutes. Action: CT

Item 3 Minutes of Previous Meeting

3.1 Interim Decisions

3.1.1 **Board Approval Requested for Amendments to Constitution**

The trustees were asked to approve amendments to the Constitution to make it compliant with the Scottish Land Act. 22nd April 2024.

Approved by email

3.1.2 **Board Approval Requested to Call an EGM to approve Revised Constitution**

The trustees were asked to call an EGM on 14/05/2024 for the express and only purpose of approving the revised constitution.

Approved by email

3.1.3 **Board Approval Requested to approve CG, TG, & CT to draft the Revised Constitution**

The trustees were asked to delegate the actual constitutional changes required to comply with Scottish Land Fund requirements, to Chris Goldsmith, Tina Goldsmith & Carol Thomas.

Approved by email

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- 3.1.4 **Board Approval of EGM minutes**
These were circulated to the Board and approved as a true and accurate record. Approved by email
- 3.2 Minutes of Previous Meeting #006
These were approved subject to completion of a hanging sentence. Proposed by AC, Seconded by TG Agreed by all.
- Item 4 Matters Arising not covered by Agenda
- None
- Item 5 Chairs Report
- 5.1 Progress since last meeting
CG issued his report to the Board prior to the meeting. In it he reported that we are continuing to attract positive interest in our work from the Community. He expects membership to grow as we move forward and now that we have a bank account, we can push Membership harder. Whilst the focus is naturally on the churches project, there is certainly an air of enthusiasm about the benefits AKCH can bring through its stewardship of community assets. This is work we are excited to explore further, and priorities will become part of the Strategy Group's remit. He reported that the Sub-Groups key responsibilities are as circulated. During discussion AC asked to be removed from the Strategy Group, which was agreed the revised Group structure is as per Appendix E.
- CG expressed thanks to AC & RK for organising and running the community drop-in sessions, which produced some useful stuff. He will be working on developing an understanding with Dalavich Improvement Group, to ensure co-operation and mutual benefit and to avoid any duplication.
- 5.2 EGM Held 14/05/24
This was held as planned on 14th May 2024 and all resolutions were passed, unanimously. The minutes were approved by email and can now be circulated to the membership along with the now current Constitution **Action: CT**
Sign & circulate to members
- 5.3 Scottish Land Fund
The Board discussed funding available; the importance of getting applications not only right but in the correct tone and with only the right boxes ticked. Now that the constitution has been approved the team will move forward to the next stages.
- 5.4 DTAS Membership
DTAS membership is pending the completion of our first AGM. Meanwhile, we can access all DTAS member resources as part of our onboarding process. The Board will not take up the offer of training just yet.

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Item 6 Company Secretary's report

- 6.1 Membership
Now stands at
- 6.2 Compliance
- 6.3 GDPR
- 6.4 Trustees Briefing Pack

Item 7 Treasurers Report

7.1 Bank Account

The Bank of Scotland have now approved the opening of our bank account. The account number is 26785261 Sort Code 80-22-60 Debit cards, Cheque book and paying in book should arrive within six days from the approval.

7.2 Funds Statement

Brian reported that a further has been received £50 from membership bringing the total to £380. Total income including grants year to date is £880

There have been no further expenses since the last meeting. Expenses to date equal £132.38 consisting of legal fees and set up costs.

This leaves a bank balance of £747.62p

There are invoices to pay:

Kilchrenan Village Hall for £15 for hall hire for the EGM
Rhona Knox for expenses incurred for the drop in consultation events £151.39p,

Brian is currently holding £25 to pay into our new account received from the Bank of Scotland following my complaint.

FINANCIAL STATEMENT				
PERIOD 25th OCTOBER 2023 to 27th MAY 2024				
Receipts	Total	Unrestricted	Restricted	
	£	£	£	
Micro Grant	£300.00		£300.00	
Micro Grant	£200.00		£200.00	
Membership	£380.00	£380.00		
Bank of Scotland Compensation	£25.00	£25.00		
Total	£905.00	£405.00	£500.00	
Payments				
Legal Fees	£108.00		£108.00	
Other Set up	£24.38		£24.38	
Drop in Expenses	£151.39		£151.39	
Kilchrenan village Hall	£15.00	£15.00		
Information Commissioner	£35.00	£35.00		
Total	£333.77	£50.00	£283.77	
Balance	£571.23	£355.00	£216.23	

Issued after meeting to show split between restricted and unrestricted funds.

7.3 Grants & grant applications

Avich & Kilchrenan Community Heritables

Since the last meeting a further £200 has been received in the form of a micro grant bringing the total to £500. The micro grant was to cover the expense for the consultation drop ins.

- 7.4 Proposed Year End Date 30/09/24 Passed unanimously
- Item 8 Sub-Committee Reports
- 8.1 Community Drop in Sessions
These were very successful and gave us both great ideas and plenty of food for thought. Actions arising include further liaison with DIG; follow up with experts who can help organise Community Action Plan (CAP) work, especially to ensure that we don't create 'survey burnout' amongst the community as every Charity, development trust, SCIO needs its own CAP plus of course Local Action Plans are also being promulgated and there is limited tolerance and capacity for surveys amongst the community. CG to follow up with DIG
TG to point as at right organisations
- 8.2 Church of Scotland Negotiations
Nothing further to report, still trying to get full valuation report.
- 8.3 Boat Launch Site
The landowner has decided to put the land up for open sale, citing unacceptable delays in progressing any possible purchase by AKCH; The Group are now considering alternative sites. BB to keep team posted
- 8.4 Kilchrenan Village School
Nothing further expected before November
- 8.5 Requests for New Projects
It is possible that Niall McLeod has a project for us to consider but nothing formal yet CG to pursue
- 8.6 **Strategy**
Peter outlined the principles the team are working on as
Primary Purpose:
Helping further sustainable community development for the benefits of residents, visitors and the natural environment.
Vision:
Kilchrenan and Dalavich are great places to live, work and visit and will be even better in the future.
Mission:
To protect, acquire or manage local assets that provide enduring benefit to the community.
Values:
Community led / Enterprising / Collaborative / Sustainable / Transparent
Strategic Objectives:
Community Services / Engaging Attractions / Viable Enterprises / Regeneration / Restoration
- It was agreed that these are valid and appropriate and will provide the foundation of our processes and activities. The team is working on a decision making process for new projects and for existing projects to move to next stage. It was agreed that clear and unambiguous decision

Avich & Kilchrenan Community Heritables

making will become more essential as we progress as there is a strong probability that we could have several high value projects underway at once.

Item 9 Church Building Purchase Action CG
 Chris reported that he is still trying to get a full copy of the valuation report from the valuers, with little success and we may have to commission our own survey to get the level of detail we need to enable a proper feasibility study.

Tina is looking at what is required for a successful Scottish Land Fund application and has noted that it must be done correctly, or it will fall at the first hurdle. She will continue her research and seeking advice regarding who can help us have a higher chance of success. She reported that there are lots of funds and resources out there if we know where to look. The team thanked Tina for the work she has done to date. Action TG

Item 10 Business Plan
 Sits with Strategy Group and will use the Church purchases to refine.

Item 11 AOCB & Date of next Meeting Action RK
 Following the EGM we are now able to look for a Youth Representative. Oscar Pearce has expressed an interest in being more involve. Board agreed that Rhona should chat to him and formally offer him the post.

The meeting closed at 21:46
 Next Meeting: 23rd July 2024 @ 8pm

Appendix A – OPEN ACTIONS & QUESTIONS

Nomenclature:

- Date = Date added
- Status = New, pending, open, obsolete, complete
- Priority = High, medium, low

Date	Description	Status	Priority / BL	Notes
06/06/23	Split Business Plan v0.3 into rolling 5 year Business Strategy and BP 1.0 Acquisition	WIP	Medium/CT	Will need whole Board input

Avich & Kilchrenan Community Heritables

Date	Description	Status	Priority / BL	Notes
06/06/23	Ensure we understand the nature and constraints of building listing and heritable property	Pending	Medium/UA	
06/02/24	Church Valuation and purchase viability programme	Started	High/CG	Process will be long and documented under item 8.1
06/02/24	Complete membership application form and briefing pack	Form updated for	High/CT	Will need to include option for additional donations, Gift Aid & GDPR Compliance
06/02/24	Opening Bank Account			
06/02/24	Joining DTAS			
06/02/24	Churches Business plan			
06/02/24	Loch Access Business plan			
06/02/24	Prep for Consultation drop-in			
06/02/24	Add Grant options, sources, and limitations to Strategy Document			
11/3/24	Create holding page for minutes	Pending	Medium/CT	

Appendix B – Conflicts of Interest.

The following Conflicts of Interest have been noted:

Brian Burnett	Kilchrenan & Dalavich Parish Church Kilchrenan Village Hall (KVH) Avich & Kilchrenan Community Council (AKCC) Kilchrenan Boat Club	Elder & Treasurer Co-ordinator Member
Sheila Clark	LAIA Dalavich Improvement Group (DIG) Awesome Energy (Dalriada) Ltd (AED) Historic Environment Scotland	Member Company Secretary Chair Field Officer
Arlene Colewell	None	
Chris Goldsmith	Kilchrenan & Dalavich Parish Church Kilchrenan Village Hall Committee Dumbrec Cottage	Elder Treasurer Owner
Tina Goldsmith	Kilchrenan Village Hal Committee Dumbrec Cottage	Trustee Owner
Peter Gray	None	
Rhona Knox	Kilchrenan Village Hall Kilchrenan Inn	Trustee Employee
Carol Thomas	Dalavich Improvement Group (DIG) Awesome Energy (Dalriada) Ltd (AED) An Suidhe River Avich Hydro Community Benefit Scheme (RAHCBF)	Treasurer Director Panel member Overseer for AED & DIG
Ann Urwin	Kilchrenan & Dalavich Parish Church	Elder

Appendix C – Acronyms

Avich & Kilchrenan Community Heritables

AED – Awesome Energy (Dalriada) Ltd
AKCC – Avich & Kilchrenan Community Council
AKH – Avich & Kilchrenan Heritables
BL – Board lead
CoS – Church of Scotland
COSS – Community Ownership Support Services
DIG – Dalavich Improvement Group
DTAS – Development Trust Association Scotland
HAWO – Heart of Argyll Wildlife Organisation
KVH – Kilchrenan Village hall
OSCR – Office of Scottish Charities Regulator
RAHCBF – River Avich Hydro Community Benefit Fund
SCIO – Scottish Charitable Incorporated Organisation

Appendix D – Key Dates

<u>DATE</u>	<u>ITEM</u>	<u>FREQUENCY</u>	<u>BL</u>	<u>NOTES</u>
25/10/2023	SCIO	Incorporated SC05296	CG	
25/04/2024	OSCR	Complete full registration on website	CT	
25/10/2025	Constitution	Annual review of constitution	CT	
30/09/2024	Year End	Annual	BB	
25/01/2025	AGM	Within 12-15 months of previous AGM	CT	