

Meeting Minutes

Main Board Meeting # 011

28th January 2025 – Dalavich Church

- Present:** Chris Goldsmith – Chair & Founder Trustee
Brian Burnett – Treasurer & Founder Trustee
Carol Thomas – Company Secretary & Founder Trustee
Sheila Clark – Founder Trustee
Tina Goldsmith – Trustee
Rhona Knox – Trustee
Ann Urwin – Founder Trustee
Oscar Pearce – Youth Rep
Chris Pollard – Co-opted Trustee
Peter Gray - Trustee
- Item 1: Welcome and apologies:
There were no apologies. The Chair declared the meeting quorate and commenced business.
- Item 2: Declarations of Interest are now held on an addendum. **All to check.**
Trustees are asked to notify changes to CT who will update the addendum accordingly.
- Item 3: Interim Decisions:
The following interim decisions were taken since Meeting #010:
- | | |
|---|----------|
| 3.1 Approval of AGM Papers | 27/12/24 |
| 3.2 Approval of Final Accounts | 27/12/24 |
| 3.3 Approval of LPP Activity & Funding | 20/01/25 |
| 3.4 Approval to upload financial report to OSCR | 20/01/25 |
- Item 4: All decisions were taken with a 100% majority
Minutes of Meeting #010
These were approved and will be signed and uploaded to website. **Action: CG & RK**
- Item 5: Appointment of Officers
- After any AGM the Officers must be re-elected by the Board.
- Chair: Chris Goldsmith was asked to stay as Chair, this was approved by all present.
- Treasurer : Brian Burnett was also re-appointed as Treasurer.
- Company Secretary: Carol Thomas was re-appointed as Company Secretary.
- Item 6: Annual General meeting

Avich & Kilchrenan Community Heritables

The inaugural AGM was held on 18/01/25 and was well attended. The key items approved:

- The Year End Accounts
- The motion to make membership free

The Item of AOCB – Core Paths was reviewed and will be included in Chris P's remit.

Item 7: The draft AGM minutes, subject to correction, were approved by the Board and will be uploaded to the website
Matters Arising not covered by the Agenda: None **Action: CT & RK**

Item 8: Chair's Report
8.1 Progress since last Meeting:

Successfully ran our 1st Inaugural meetings, thanks to everyone for their hard work making it such a success.

The level of interest in the Community Action plan is encouraging and special thanks go to Rhona and Tina for their work.

The Churches project is similarly gathering pace and interest (see separate report) with the support of an enthusiastic Sub-Group and seed funding from SLF. Hopefully this will be the first of many projects we can bring to the community over the years.

Chris reported that he has continued to attend various meetings, including but not limited to:

- Foundation Scotland Webinars;
- Meetings with AKCC & DIG Chairs;
- Scottish Land Fund (SLF) discussions & reviews
- Looking at CRtB (Community Right to Buy) with Chris P.

He has also updated the Group / Sun-Group structure a copy of which is attached.

He asked the Board:

1. To note the Report – it was duly accepted
2. To discuss and approve the Board structure and agree whether any other sub-groups should be constituted and if so their chairs and members.

The Loch Access Group now includes all forms of access and outdoor related activities.

Item 9: Company Secretary's report

9.1 Membership & Fees

Avich & Kilchrenan Community Heritables

Following the AGM decision to waive Fees, I will now contact all members to update them about the AGM & £0 fee.

Action – CT

9.2 Trustee Declaration Forms

These must be updated and signed as it is a statement regarding Trustees ability to hold the post and should be updated annually. If nothing has changed a written statement to that fact (email) should be OK, but if anything has changed it should be signed and returned to Carol.

Action – All

9.3 – Accounts have been uploaded to OSCR Website and acknowledged. At present, there is no requirement to upload Trustee Register but that is in the pipeline.

9.4 – Membership of DTAS – CT is following up with them now that Inaugural AGM has been held.

Action – CT

9.5 – Date of next AGM

This was set as **14th March 2026** which should give enough time for the Year End Accounts to be complete and comply with the frequency requirements of our Constitution.

Action – CG to get it in KVH diary.

Item 9:

Treasurer's Report

9.1 Bank Account

As at 28/01/25 the balance on hand at the Bank was £2130.73. £1,157.10 of which, are restricted funds

9.2 Funds Statement Year to date

Unrestricted income: £800

Restricted income: £3040

Total Income: £3840

Unrestricted spend: £693

Restricted Spend: £1157

Total Expenditure: £2329

Balance; £1151

9.3 Grants & grant applications

First phase of SLF funding of £2400 has been received.

We do not have any outstanding Grant Applications.

9.4 Accounting Protocols

The question was raised as to whether cash accounting would be the best tool as we move forward with large projects. BB stated that he would prefer to do the

accounting on an accrual based. The Board agreed unanimously that we should change to accruals based accounting with immediate effect.

Action – BB

RK mentioned that she was not sure that all restricted fund spend had been identified. She and BB will meet to check.

Action RK & BB

Item 10:

Sub-Committee Reports

10.1 – Strategy & Funding

Ball Park costings are in place; waiting on CAP to get clarity about project priorities and activities.

10.2 – Churches

CG reported that there had been one meeting, focussed mainly on CAP preliminary results. Progress has been made with Forestry, we now have clarity about who owns what, and agreement in principle about access to Dalavich Church.

10.3 – Access & Outdoor Activity

It is early days for CP, he briefed us on his plans, agreed with CG's request to broaden the scope and will now lead with the following on the team Tom & Emma, Brian, Carol & Peta

10.4 – CAP Update

All data has been gathered, response level has been good; next steps are a series of engagement session, first is on Saturday 1st February. There will be 5 themes and plenty of publicity. RK & TG were commended for their progress to date.

There is also a planned meeting to discuss LPP (Local Place Plan) on 8th Feb – this is a training session for key team.

10.5 – Marketing & Website

Item 11: AOCB

Item 12: Confirmation of Venue, Time & Dates of next Meetings

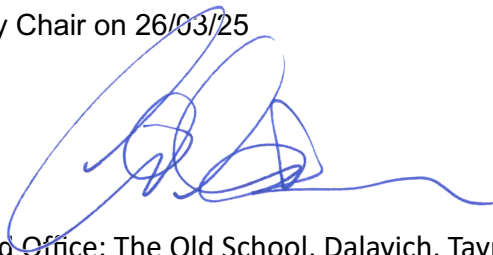
25th March 2025 – Straun House 19:30

27th May 2025

22nd July 2025

Minutes Approved at Board Meeting #012 on 25/03/25

Signed by Chair on 26/03/25



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/PG	Waiting on CAP completion
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	Pending	High/CT	Will need to include option for additional donations, Gift Aid & GDPR Compliance
06/02/24	Joining DTAS	Application Filed 03/25	Medium/CT	
06/02/24	Churches Business plan	Pending	Medium/RK	
06/02/24	Loch Access Business plan	Held	Low/BB	
06/02/24	Add Grant options, sources, and limitations to Strategy Document			
11/3/24	Create holding page for minutes	Complete	Medium/CT	Held on Website

Avich & Kilchrenan Community Heritables

Appendix B – Declarations of Interest.

The following Conflicts of Interest have been noted:

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

Appendix C – Acronyms

AED – Awesome Energy (Dalriada) Ltd
 AKCC – Avich & Kilchrenan Community Council
 AKH – Avich & Kilchrenan Heritables
 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	Done
25/10/2024	Constitution	Annual review of constitution	CT	Due 10/25
31/10/2025	Year End	Annual	BB	Due 10/25
25/01/2025	AGM	Within 12-15 months of previous AGM	CT	18/01/25
25/05/2025	ICO Renewal	Annual – automatic DDR	CT	
31/07/25	OSCR	Annual Return filing deadline	CT	26/01/25