

Meeting Minutes

Main Board Meeting # 012

25th March 2025 – Struan House

Present: Chris Goldsmith (CG) – Chair & Founder Trustee
Brian Burnett (BB) – Treasurer & Founder Trustee
Carol Thomas (CT) – Company Secretary & Founder Trustee
Sheila Clark (SC) – Founder Trustee
Tina Goldsmith (TG) – Trustee
Peter Gray (PG) – Trustee
Rhona Knox (RK) – Trustee
Oscar Pearce (OP) – Youth Rep
Chris Pollard (CP) – Co-opted Trustee
Ann Urwin (AU) – Founder Trustee

Item 1: Welcome and apologies:
There were no apologies, all Trustees were in attendance.
All were notified that the meeting was being recorded.

The Chair declared the meeting quorate and commenced business.

Item 2: Declarations of Interest are now held on an addendum.
Trustees are asked to notify changes to CT who will update the addendum accordingly.

Open action.

Item 3: Interim Decisions:
The following interim decisions were taken since Meeting #011:
3.1 Approval of Membership applications
3.2 Approval of CAP Documents
3.3 Change to membership application

**As received
As received
Feb 2025**

Item 4: All decisions were taken with a 100% majority
Minutes of Meeting #011
These were approved unanimously, subject to changing Conflict of Interest to Declaration of Interest and will be signed and uploaded to website.

**Action: CT, CG
& RK**

Item 5: **Proposed by Rhona Knox; Seconded by Brian Burnett**
Matters Arising not covered by the Agenda: None

Item 6: Chair's Report
6.1 Progress since last Meeting:

CG had circulated a detailed report to the Board, the key points are:

He has had a lot of meetings and discussions and is confident that good progress is being made. The Community

Avich & Kilchrenan Community Heritables

Action Plan is progressing extremely well and Rhona & Tina are to be thanked for their efforts. Rhona will report in more detail under item 9.

6.2 Membership

CG is still disappointed with membership numbers and asked all Board members to make a concerted effort to recruit more ordinary members as we really need over 100, to demonstrate community involvement. Electoral Roll is just over 400. He asked that the GDPR compliant list of members be sorted by Surname instead of first name; CT remarked that it could easily be sorted by surname, first name or postcode and agreed to issue those variants.

Action CT to organise

Trustees to approach their neighbours and friends as a priority.

Action: All Trustees

CT suggested that membership forms could be delivered to people with fliers/leaflets etc. This was agreed as a possibility.

Action: RK/TG

6.3 Relationship with DIG

CG is hopeful, following a chat with DIG's Chair, that we will soon be able to get a Memorandum of Understanding in place and answers to the questions he posed at DIG's AGM.

Those questions being about:

- Dalavich Church
- CAP
- Working together

6.4 Community Right to Buy

CG reported that he and CP had moved this forward and met with some helpful people. CP will report in more detail under Item 9.

6.5 Group Structures

CG has recirculated the Group Structures and asked CP to call on the proposed participants of Access and Outdoor Recreation Group to confirm their involvement.

Action CP

There was a discussion about membership of the various groups and the interface with CAP results. It was agreed to await the results of the voting process, which is to complete by 01/04/25. Democracy will determine which projects, we are going full-steam ahead on.

Action PG/RK/TG

As we have agreed previously, the CAP results will determine our strategy, the strategy will determine which groups we focus on primarily.

Avich & Kilchrenan Community Heritables

The Board agreed that resourcing projects would involve more than just the Trustees or indeed just the members of the specific groups.

Getting real buy-in will be part of the final reporting of the CAP, asking people to step up and help.

The Board agreed to have an interim whole Board meeting to assess the results of the CAP Votes. Volunteers and expertise for specific projects do not need to come from within the AKCH area.

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. This will be finalised after CAP as agreed.

Item 7: Company Secretary's report

7.1 Membership

Numbers continue to rise, albeit not as quickly as the Chair would like. CT stressed that every application must be sanctioned by the Board and proposed that she would issue a weekly "Please approve the following applications" email so that we could keep the process moving. The number of applicants approved, would then be noted under interim decisions.

Action – CT

We currently have 70 members in total, 10 of whom are non-voting (Youth or Associate members). 86% voting members is well above the minimum 75%

CT explained that she had, again revised the membership form to include a specific declaration that the applicant is eligible to vote in LOCAL elections. She was requested to enlarge to signature box but otherwise it was approved by a majority.

Action – CT

9.2 Trustee Declaration Forms

CT has not yet received written confirmation from everyone that their written declaration is unchanged, she has received some updates. She will contact the relevant individuals.

Action – CT

9.3 – Next AGM 14th March 2026, to be shared with all interested parties and booked with KVH.

Action – CG

9.4 – Membership of DTAS – application has been filed; CT has been advised that it will be accepted but that we must

wait for our new DTAS Community Development Officer, Chris Sanderson, will assess it after she joins on 14th April. It may be May or June before we are formally admitted. Board members did not think this would be a problem. CT agreed to keep pushing for Director Training and accessing templates etc. When the application is finally accepted, we will be invoiced for the membership fee of £90.

Action – CT

Item 8: Treasurer's Report

8.1 Bank Account

As at 25/03/25 the balance on hand at the Bank was

£1945.02. £1,157.10 of which, £789.97 are restricted funds

8.2 Funds Statement Year to date

Unrestricted income: £800

Restricted income: £5910

Total Income: £8554

Unrestricted spend: £511

Restricted Spend: £5910

Total Expenditure: £2329

Balance; £7633

8.3 Grants & grant applications

There are some funds left to drawdown from SLF, because we spent less than expected.

8.4 VAT Discussion

CG raised the question of VAT registration so that we can reclaim VAT as we move forward otherwise we will need to raise 20% more on many grant applications, just to cover VAT. Not everything incurs VAT obviously but it would be better if we didn't have to raise additional funds to cover VAT.

SC commented that there were changes afoot relating to VAT exemptions on listed buildings in the pipeline but that is a Westminster decision, so no idea if or when anything will change.

CT asked the Board to look carefully at the VAT question because when she approached Simmers and Co to ask about getting DIG VAT registered, she was advised that you cannot reclaim VAT on Grant funded activity, that as an entity that didn't have a saleable product, DIG would be ill-advised to

Action – BB

Avich & Kilchrenan Community Heritables

register for VAT. BB was asked to investigate this with, in the first instance, with Simmers. PG commented that Google gave a lot of conflicting advice. Board will review when it has a more definitive statement.

8.5 Gift Aid Discussion

This will be built into any donation scheme, fund raising so Brian will register AKCH for Gift Aid and take it from there.

Action – BB

We will, at the right point, get Gift aid commitments from members (for events not membership) because events in public spaces (Village Hall etc) that generate cash donations can be gift aided if we are registered.

Gift Aid will be incorporated into any online payment collection. PG will eventually set that up on the website.

Action – PG

Finance Report was proposed by Chris G and Seconded by Tina. Accepted by all

Item 9: Sub-Committee Reports

9.1 – Strategy & Funding

The main discussion was about CAP. As at 25/03/25 72 people had voted on the CAP themes and priorities. Can all trustees please encourage votes, especially from younger members of the community as responses are heavily skewed towards the 60+ age range. So far only 17% are from Dalavich, it would be good to have a better geographic spread. There is no upper or lower age limit to voting. The more votes we get the more authority we have to say this is what the community wants. We have already had more voters than CAP respondents, which is good.

Action – All

People are saying no to things as well, which is unexpected but good.

Both CAP and Strategy will be for 5 years, but LPP is for 10.

The Board again reiterated the impressive amount of energy that RK & TG had put into the CAP. Huge thanks to both.

9.2 – Churches Group

CG had circulated a report. The key points here are that DTAS has started a Churches Group and are encouraging members to take a firm stance with CoS especially when members own Valuation Surveys are coming in lower than the CoS ones. SLF will only take Market Valuation, which they will assume to be the lowest one. We will also be able to use CRtB as a lever in our discussion with CoS. CoSW valued

Avich & Kilchrenan Community Heritables

the churches at £55k in total, while DM Hall gave us a valuation of £44k. We have received a huge amount of pro-bono support with our Business Plan, also circulated to the Board, which is easily worth over £15k, which we said we would contribute to the Business Planning and Financial case. All of which makes a very favourable case for our application to Stage 2.

Trustees to review the Business plan in detail and feed any comments or questions to Chris G.

Action – All

The assumption is that development of the buildings will be in stages and that with the known costs from K&D Kirk accounts (excluding CoS fees, manse fees etc) we should be viable.

Board noted that a Community Development Officer would be needed quite soon (part-time) but essential once we start trying to engage community involvement and support. It was also likely that we would need some Heritage Development support too.

Once the application is in, hopefully early next week, we will circulate it and seek advice from our support agents.

There was quite a long discussion about a fund raising push within the area and looking at the various options, such as crowdfunding. Fundraising can be global; it doesn't have to come from within the community. DTAS have a lot of information about the various funding options, which we will access.

CG outlined the funding risks from SLF which might mean that they either refused us outright, because there are so many churches up for sale; or they agreed to fund one but not the other. There is a second submission date in December if we fail on this attempt.

Board agreed that the Business Plan Biographies should be uploaded to the website for consistency.

Action – CG & RK

The Board agreed unanimously to the submissions and application to Stage 2. **Proposed by CT and seconded by BB**

9.3 – Access & Outdoor Activity

We now have a CRtB caseworker, who is being amazingly helpful and explaining clearly what we need to, what we should have in place, etc to allow us to register our Community right to Buy. CP is drafting an initial non-specific application, which will be reviewed and then once it has been fine-timed, will need at least two signatures on it for formal submission. Registering for CRtB does not commit us to

anything but will strengthen our case with for instance the Churches and the School.

There was a long discussion about the implications, the pros and cons, etc of CRtB. The Board agreed that CP should continue with his investigations and get us ready to act when the time is right. If any property or land goes on the open market and we have registered with CRtB, then we have a maximum of 6 months to submit an offer and complete the purchase. Researching Land Titles is currently manual and cost £60+VAT per search.

Kilchrenan Boat Club are having their AGM shortly – BB& CP will report back anything of relevance

Action – BB & CP

9.4 – School

Nothing to report as it is currently in use as a storage facility. We understand that we may be able to lease with a right to buy; we are liaising with A&B on a regular basis.

9.5 – Marketing & Website

There is an annual maintenance cost associated with the website RK to check and advise BB

Action – RK

Item 10: AOCB

CT checked that everyone had received the email about retrospective funding, which cannot be done under any circumstances.

Item 11: Confirmation of Venue, Time & Dates of next Meetings

27th May 2025 – Cuil na Sifle. 19:30

22nd July 2025

Action – CG to issue dates for rest of year

Minutes Approved on 26/06/25



Signed by Chair on 01/09/25