

## Minutes ECC Directors meeting 29<sup>th</sup> Sept '22

Present: Roddy Macfarlane, Billy Shanks, Karen Petite, Alistair Danter, Phil Ashhurst, Joe Kalaher, Kelly Mckinnon

Apologies: Sara Twaddle, Stewart Whatley

In attendance: Sandra Wilson

1. Declaration of Interests – none
2. Minutes of last meeting – agreed – Proposed JK, seconded KM
3. Play Park – maintenance day 10 am 29<sup>th</sup> Oct – Add to Newsletter
4. Additional newsletter items – Kids Halloween party 2 – 4 pm in Hall Grown up kids ceilidh 8 – 1 £10 / person under 16 free BYOB, NB Hall Committee also planning a Hogmanay ceilidh on 31<sup>st</sup> Dec '22
5. School parking / drop off area, comments of draft design
  - Is this parking or is it a drop off zone? Reality is that due to space a drive thru drop off zone is difficult to accommodate
  - Meeting noted Community meeting agreement that parking should as far as possible be kept out of the village centre
  - Meeting noted hall committee concern that Hall title deeds indicate that the use of the area must be recreational
  - Meeting noted that if greater attention paid to landscaping and layout that includes recreational type features accommodating the 6 parking spaces could be more acceptable.
  - Meeting suggested removing the bus stop, removing 2 car par spaces next to main road running through village opposite Lodge
  - ACTIONS – AD to see if Planning permission required + identify a landscape designer to develop the initial drawing
6. Increase in tertiary education / apprenticeship grant in light of current cost of living increases. Meeting agreed to increase grant from £3k to £4k
7. Grants for EVs for local households + businesses. Meeting felt that businesses could offset costs of chargers so not appropriate, better to target households ACTION AD to produce a grant application / eligibility form.
8. Remembrance Day event – agreed to take place on sat 12<sup>th</sup>, Wreath ordered – Thanks RM – RM to ask Tommy to officiate ... or an other person, AD t ask Catherine Macfarlane if she would be able to pipe, KM to book hall 11:30 – 1:30 + ask Hall committee if they would like to produce sandwiches etc, ECC to pay. If Committee don't want to take on the roll KM to let AD know + Sandwiches to be ordered from Relish. AD happy to help with organisation BUT will not be present on the day. Agreed that wreath should be laid by an elderly resident, individual to be agreed.
9. Mature residents xmas dinner – BS to speak with Inn to see if they are happy to put on the event..... lunch time or evening to be agreed, ECC to pay for meal + welcome drinks
10. Administrators report – including Trustee report for annual accounts – agreed (attached to minutes)

11. AOCB – Peter Macrae requested ECC to pay for a skip to take rubbish from behind his house. Meeting agreed No Sandra Wilson requested ECC support for litter management at Greshornish layby ads THC no longer provide bins, Meeting noted that this is a statutory service + ECC funds can't be used for this purpose, RM agreed to raise issue at Community Council meeting, If THC would agree to empty bins, ECC could consider purchasing them.
12. DONM 3<sup>rd</sup> Nov

## Administrators report Sept '22

### Work completed / issues for Directors:

1. Finances – Trustees report completed – draft attached, needs agreement from Directors + sign off from Accountant.
2. Housing update ? Right to buy documentation 95% complete, requires sign off by community through completion of community petition. THC valuation exercise ongoing, they may request a meeting with myself, Andrew, Ian and Ronnie from CHT.
3. OSCR – All registration is now UpToDate (last meeting reported problem with uploading data to OSCR website, now resolved)
4. Updated Education Funding application to include bank details as now paying everyone directly into their bank a/cs
5. Share Option Ben Sca update ?
6. Meeting with LSHA regarding direct benefit payments to individuals in receipt of benefits. LSHA have indicated that they are able to be a vehicle for Direct benefit payments to individuals in receipt of Universal Credit and other benefits, this may include purchase by LSHA + supply of low energy appliances and consumables (light bulbs) building upgrades. LSHA will formulate a form of contract that ECC and other Trusts can use. Work in Progress.
7. Meeting Sustrans with dev Officer to discuss progress on Arnisort – Edinbane route administration, cautiously optimistic that they can be more flexible on construction specification than previously thought.
8. **Edinbane Shop Redevelopment Project:** Four tender returns were received by the submission deadline from the five firms invited to tender. The firms who tendered were Colin Armstrong Associates, Wittets, Rural Design and Kearney Donald Partnership. Prices for the project design phase ranged from £30,500 + VAT to £40,575 + VAT. A scoring assessment of the tenders will be undertaken by a sub-group of ECC directors. Submissions will be evaluated on a 25% experience, 25% quality, 50% price basis according to the following criteria;
  - the expertise and time committed for the study team and nominated lead person;
  - experience of working with community organisations and relevant projects;
  - design flair, innovation and good cost control
  - price and value for money

A tender report will be produced with a recommendation on which tender to accept. We have funding of £25,000 from Crown Estates Community Capacity fund towards this project.

Edinbane Community Co. 21 / 22 a/c report to Trustees

Monies into main current account:

£ 53,600	Healthy Island Fund
£ 68,319	Vattenfall Community Benefit
£ 39,070	Sustrans
£ 500	THC / CC
£ 400	Foundation Scotland\
£ 161,893	TOTAL

Expenditure Grants:

Applicant	Purpose of Grant	Own contribution	Amount from ECC	TOTAL	% ECC
Edinbane Community Hall	Hall running costs, insurance etc		£ 3,392	£ 3,392	100%
Edinbane Primary School	Activity support		£ 2,000.58	£ 2,000.58	100%
Edinbane Primary School	School Garden + Woodland + Playground*	£ 1,785	£ 11,900	£ 13,685	68%
Edinbane Pottery	Apprenticeship		£ 3,000	£ 3,000	100%
Niall Macphee	HND Mechanical Engineering	£2,000	£ 3,000	£ 5,000	£60%
Heather Mackenzie	NC Animal Care	£ 2,000	£ 3,000	£ 5,615	53%
Skye Marine	Power Boat skipper training	£ 3,948	£ 3,948	£ 7,896	50%
Joseph Jones	Year 1 Uni	£ 2,500	£ 2,800	£ 10,050	27%
Fay Mackenzie	P7 trip	£ 60	£ 210	£ 270	77%
Rona Stewart	Year 2 Uni	£ 2,250	£ 3,000	£ 7,870	38%
Sara Oussaiden	Year 1 Uni	£ 1,230	£ 3,000	£ 11,480	26%
Leyes Oussaiden	Year 1 Uni	£ 1,000	£ 3,000	£ 11,637	25%

\*Year 2 – Project ran over 2 years total cost £44,765, ECC contribution £30,370 (68%)

TOTAL ECC Grant Expenditure           £ 42,250.58

#### Development Project Expenditure:

Community Housing Trust	£ 5,754.00
Sustrans Direct costs	£ 18,374.00
Development Workers	£ 19,465.77
Legal Fees*	£ 9,174.00
Karen's path	£ 3,650.40
Shop survey*	£ 1,724.00
Shop Clear out*	£. 2,493.69
Shop Insurance	£. 849.89

TOTAL £ 61,485.75 \*\*

\* Shop + Housing development Coishletter

\*\*Expenditure costs covered from a mix of grants received in '21 and '22 – Sustrans, Community Land Scotland (Shop purchase) Healthy Islands fund + ECC own funds

#### Admin + General Expenses:

Administration	£ 1,000.00
Grass cutting and Maintenance	£ 3,973.80
Play Park Maintenance	£ 3,518.40
Website	£ 1,170.00
A/C Fees	£ 1,152.00
Directors Insurance	£ 392.22
Hall Rental (meetings)	£. 92.00

TOTAL £ 11,666.20 \*\*\*

\*\*\* ECC own funds used to cover expenditure

#### Summary:

Income £ 161,893.00

#### Exp:

Grants	£ 42,250.58	36%
Project development	£ 61,485.75	53%
Admin + Running	£ 11,666.20	11%
Total	£ 115,404.53	100%

Balance £ 46,490.47

TOTAL £ 161,893.00

#### Meetings + reporting

During the reporting period a new website was created [www.edinbanecommunitycompany.org](http://www.edinbanecommunitycompany.org) The website is used to post meeting minutes, community newsletters, funding applications forms etc. During the development of the website all application forms were reviewed and updated.

Directors meet on a monthly basis throughout the year, minutes of meetings are recorded. Funding applications are considered.