

Minutes ECC meeting Thursday 26th Jan

Present: Karen Pettitt, Sara Twaddle, Stuart Whatley, Alistair Danter, John Davies, Phil Ashhurst, Billy Shanks

Apologies: Kelly McKenzie

1. Declarations of interest – none
2. Minutes of last meeting – approved, proposed ST, seconded JD
3. Dev worker report – Paper 1 – attached, noted + approved
4. Admin report
 - Admin for Directors meeting + AGM
 - Registration of a/c + Trustee report with OSCR
 - Organisation of visit to AnCrubh + subsequent follow up with VAT consultant
 - Attendance at Windfarm consultation events
 - Educational Grant Application support
5. Meeting report AnCrubh – Paper 2 noted + approved
6. Potential VAT consultant – Paper 3 noted+ approved, ACTION AD to contact + set up initial contract
7. Communication from Wind 2 / EDPR – Paper 4
 - Meeting agreed with suggestion to support School in some form, all other suggestions in paper are long term projects that are actually in hand ACTION – AD to respond to Wind 2
8. “Other” wind farm updates – AD summarised proposals from Wind2 Flack Renewables, Muirhill Energy, AD & RM will be attending further meetings with Muirhill. Meeting agreed that the same presentation should be made at the AGM.
9. AGM + Community Forum management, issues to cover – Paper 5 – Noted + agreed
10. Play park updates – benches – KP offered to look for suitable products as she is currently carrying out similar research for the campsite.
11. Camper van signage update
 - PA has received quotes for installation, meeting agreed to cover costs
12. Applications – none pending
13. DONM – Feb 23rd 7:30 pm in Community hall

**EDINBANE COMMUNITY COMPANY
DEVELOPMENT WORKER BOARD REPORT – January 2023**

1. SUSTRANS Path

- The SUSTRANS review panel in 2022 did not approve us to move forward to Stage 4 – Technical Design. SUSTRANS highlighted lack of landowner access agreements and evidence of community and political support for the project as being factors in their decision. Also lack of identified match funding.
- The full construction cost is £1,732,300 (excluding VAT), with savings this could be reduced to £1,082,000, but with the addition of VAT, contract supervision, and RCC fees the likely total project cost is still around £1.34 million. Achieving match funding of 30% will be a major challenge.
- Need to review status of access agreements and follow up with any queries or non-returns
- Sustrans have not approved November's change control to roll project forward into 2023-24, need to follow up their queries.

2. Lyndale Renovation Path – 'Karen's Track'

- The majority of the bridge stonework has been completed by Francis Yeats, with new steel and timber barriers installed on 2 bridges.
- He will need to come back in summer to point-up some areas and complete repairs to undersides of bridges – subject to bat surveys.
- He will also finish off parapet walls with turf copes as discussed with board (extra)
- Craik & MacRae will resume work on the track to finish some tar patching, road markings, signage and some work to watercourses. Aiming to have them finish by end of March to claim down our £25,000 THC funding contribution.

3. Edinbane Shop project

- Crown Estates Community Capacity Fund has awarded us £25,000 towards anticipated £55,000 cost of next stage project development work – feasibility study, initial designs and revised business plan.
- Kearney Donald Partnership (KDP) of Fort William appointed as lead consultant on design team. Initial scoping meeting held with ECC Directors in December, ideas for possible layout and concepts discussed.
- Site investigation and survey work is scheduled for w/c 30th January to confirm ground conditions and any constraints on siting/layout.
- Results will inform first iteration of concept design proposals expected by March.
- We would aim to hold a community consultation event on the draft designs in Spring.

Paper 2 Meeting notes – An Crubh 11th Jan '23

Existing facilities include:

- Shop + PO
 - Café
 - Function room
 - EV + Campervan service units
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- The An Crubh Charity own the building, the Trading arm run the building
 - VAT has been a problem we are strongly advised to get this sorted out asap in preparation for build + then operational use – Contact Greg McNally greg@vatconsultancyScotland.co.uk
 - Design should consider storage – never enough, service hatch link from café so if operating “out of hours, purely as a takeaway or when shop is open but café not can continue the service
 - HR structure – Manager for 2 department – shop and café
 - Manager is employed by the Charity and is a Director of the Trading arm
 - Trading arm has 4 Directors, the Charity has 7 Directors
 - Governance training for Directors is vital
 - Peninsula HR consultants provide HR support – invaluable BUT make sure you get a cost effective contract, same for printer copiers
 - Insurance needed for buildings, stock, employers and public liability.
 - Current staffing level at An Crubh probably too high.
 - Have considered setting up separate leasing options for the shop and café
 - Accommodation would be a great help ... they don't have any.
 - The PO is a great asset it will finance itself + give HR capacity to do other tasks if the right person is employed. Problem is folk leaving just as they have been trained up.
 - Suppliers for shop need to be considered carefully Now using Bidfood to supply shop as well as café 'cos their minimum delivery is much smaller than a lot of shop suppliers.
 - Having an alcohol licence is profitable but staff need training + a licence holder needs to be appointed. Need a licence holder + the building itself needs to hold a licence.
 - Having local arts and crafts for sale is good BUT design for facility needs consideration eg DO NOT have movable walls as they cannot be used for exhibiting work.
 - Comms and WiFi needs to be planned and built in from the start so that POS devices etc can be used anywhere, WiFi must be available throughout the building (s)
 - All rooms / buildings should be as versatile as possible
 - EV chargers while they are a good idea, they require careful management and a contract with ChargePlace Scotland who are not easy to deal with.