

Minutes ECC Board Meeting 22nd May '25

Present: Alistair Danter, Sara Twaddle, Roddy Macfarlane, Sandra Wilson, Andrew Prendergast, John Boyle

In attendance: Mairie Morse (Associate Director Rural Design), Robert Ferrier (Director Rural Design)

Apologies: Karen Pettit, Kenny Mackinnon, Chris Whatley, Billy Shanks

1. Draft MasterPlan background / facilitation document

MM summarised development of consultation process:

- i. The Background / facilitation document will be used to stimulate community consultation via drop in session + community survey
- ii. Resulting comments will inform the Master plan
- iii. Following this meeting discussion MM will revise the Background / facilitation document + draft the survey to present V2 at next Board meeting
- iv. Date for Drop in session / Community Engagement to be agreed
- v. Survey to be launched following Drop in session / Community Engagement
- vi. Final Master plan report

ACTIONS :

- MM to contact THC + set up meeting with AD + AP
- Meeting to agree THC role + presence during community consultation
- Meeting to draft survey to be linked with Background / facilitation document

Meeting agreed that the proposed RD 'Options' document is not required as part of the current process.

Meeting thanks MM + RF for their attendance + work to date

2. Minutes of last meeting 10th April '25 – approved, proposed RM, seconded JB
3. Declarations of interest – none
4. IT matters
 - SW now has access to Outlook
 - We have received information from 3DK regarding adoption of 2 step authentication for emails following recent 'hack' ST + JB to be 'Guinea pigs' to test system which will then be rolled out to all Directors + staff by an agreed date
5. Minuted agreements related to setting up Trading arm
 - 'The meeting formerly agreed to set up a Trading arm to run the shop'
 - 'The meeting agreed that once built the shop will be leased to the Trading arm'

Meeting agreed both statements. Whilst the meeting was quorate, it was agreed that AD should circulate both statements to those Directors not present for their approval ACTION AD

6. Shop – next steps

- AP currently preparing funding application to THC CRF for support costs for planning application. To be completed + submitted by June 2nd.
- Application will be for £25k out of an estimated £40k total cost

Discussion

- Process continues to be lengthy, community want their shop.
- Meeting discussed option for installing a portacabin pop up shop as an interim measure
- Proposal would require costing and a business plan
- Meeting noted that a trial funding period would be looked at favourably by potential future funders

ACTION ST to discuss with KP

7. Links path

- Tender documents to be released early June
- A funding bid for the route has been submitted by Hi trans to Transport Scotland

8. Village Centre

- Funding approved, AP has to rework quotes in order that the Community Hall is the named beneficiary not ECC
- Bus stop removal discussion ongoing with THC
- THC happy that work does not require any specific designation as a result of bordering on the Blackhill road

9. Newsletter – to be produced following next months’ meeting once work with Rural Design on Master plan has defined future steps, survey details + date of community consultation

10. Finance update

- First VAT return submitted, as expected HMRC have queried as it includes an initial reclaim of £16.5k AD working with Accountants to answer HMRC queries
- Forms received to set up second on line signatory access to bank accounts, ACTION AD + ST to complete process

- Process for access to Fidelity Investment reserve account for additional Directors identified, 2 additional Directors required. ST + JB agreed. ACTION AD to arrange collation of documentation

11. AOCB

RM noted that the cleared shop site has attracted the attention on the campervan Facebook page 'Park for the night' + requested funds for a sign 'no overnight parking' Meeting agreed

AD noted that some fence and path repairs are now required on projects completed + / - 10 years ago, some path spec design would also be required. Meeting agreed a budget of £1k ACTION AD to report back

SW noted that the grass cutting contractors dog was loose + fouling whilst grass cutting in progress ACTION AD to ask contractor to keep dog in van

SW noted damage to Hawthorn place bus stop, RM will bring to the attention of the Community Council

12. DONM – 3rd July

EDINBANE COMMUNITY COMPANY

DEVELOPMENT WORKER BOARD REPORT – March 2025

1. Edinbane Links Path

- We have reapplied for planning permission for the whole original path length, plus the new crossing at the campsite, so as to keep the full path valid in planning terms, even though we are only intending to build Phase 1 (Edinbane Shop to Campsite) at this stage.
- Submitted an application to the main Transport Scotland fund for active travel (ATIF 2025-26). Application is for at least 70% of the total cost (£1.3m).
- No guarantees we will meet the ATIF criteria (esp. spend/completion deadline March 2026) but worth applying to get on the TS/THC radar for active travel projects in Highland.
- We still have three outstanding access agreements to secure which could prevent ATIF funding being awarded if we are unable to resolve the landowner's issues;
 - Rachel MacPhee, croft No. 14 Edinbane
 - Calum MacRae, croft No.s 11 & 12 Edinbane
 - Karen Pettitt & Andrew Weeden, Edinbane Campsite

2. Edinbane Shop project

- Demolition complete, 50% grant from Highland Council received.
- Have submitted an EoI to Highland Council's CRF fund for £20,000 towards RIBA design stage 2-3 (full planning application) for whole redevelopment. Total cost would be £33,600.
- Business Plan first draft required shortly to support funding applications. If our EoI to CRF is approved I'll be doing the full application in next few weeks, and being able to include an initial BP would be good for credibility.

3. Village Centre scheme

- Funding of £20,000 has been awarded by FCC Scottish Communities Landfill towards approx. £33,000 total project cost.
- We have applied for another £5,000 from Scottish Sea Farms as well.
- Currently updating/confirming contractor's quotes with intention of work starting summer/autumn.

4. Coishletter Housing

- Highland Council have agreed the quote from Rural Design for the master planning and community engagement exercise. The process will take place over Spring/Summer 2025 with ECC and Communities Housing Trust assisting.