

Board Meeting
15 March 2021. 19.00 hrs.

1. Attendees and Welcome

Directors Present: D Robertson, H Buchan, W Thow, J Lang, W Levack, A Moffat, C Palmer, B Urquhart, H Wood
Staff Attending: S Dawe, L Manderson, A Warden

2. Apologies

No apologies

3. Minutes of Last Meeting

Approved.

4. Health & Safety

- CP to check whether there is funding available for the cost of insurance for Woodland Group when creating a shelter in the Hillground.
- Volunteers working in the Orchard: Board agreed work could continue provided controls are in place to ensure safety of volunteers. AM will write the controls into a risk assessment.
- Letter to be sent to all volunteers advising they need to comply with covid regulations and risk assessments are required. LM to draft for Board review.

5. Finance Update

- Self-catering claim will be filed this month by CP.
- Reviewing of new accounting systems to improve efficiency is ongoing.

6. Estates Update

AW presented update on estates activities. Key points were:

- Self-catering project: Programme is showing good progress. Meeting with architect and contractor being arranged following which CDT can begin to dovetail into what is handed over to CDT.

A meeting to be arranged solely on self-catering and the EM group can be used as a vehicle for this. It was noted that where items (paths, street lighting, screening) had been removed to reduce costs some of these items will require to be reinstated.

It was agreed that standard bathroom be installed in all huts, irrespective of their initial use.

It was agreed that the detail of the self-catering design be discussed at Estates Group meetings.

Self-catering operating model. There was insufficient financial information to agree the best model and the Board await information from the strategic review. CP to check with Planning that the structure on private property adjacent to the

self-catering complies with the planning permission.

- Tree planting is commencing on the Hillground this week.
- AW has almost completed list of available huts for leasing and will issue to the Board on completion.

7. Strategy Review

LM to contact Consultants to find out whether the final report will be issued in draft form for Board review. It was agreed that a separate Board meeting would be convened to discuss the review findings.

8. Core Path from Crieff to Comrie

Crieff Development Trust have contacted CDT to make them aware of the plans. JL will liaise with the group on behalf of CDT.

9. AOB

- Refurbished Units: Cost of converting the units currently designated for commercial lets into self-catering units is expected to be c. £13.5k each.
- Events: It was agreed that LM would manage the community events and AM would manage the external event bookings until more formal arrangements regarding managing events are implemented.
- Sleeping in huts: AM and JL made it clear that these premises are not fit for overnight habitation and do not meet Fire Safety Legislation for this purpose. Sleeping in huts in their current condition must not be permitted.

10. Date of next meeting

- Monday 26 April 2021, commencing 7pm.