



Comrie Development Trust

Minutes: Board Meeting 25th June 2024, 2pm Hut 4 Cultybraggan Camp

Trustees Present: Mark Temple (MT), Lindsay Brown (LB), Miles Key (MK), Davie Robertson (DR), Ken Norton (KN), Chris Palmer (CP), Jeremy Spurway (JS)

Visitors: Andrea Loudon, [John Hannay (JH), Colin Crawford (CC) for discussion on COF fund]

Declaration of Interest: No new declarations of interest since last meeting

Part 1: Meeting with Colin Crawford and John Hannay to discuss the architectural survey of the camp and plans for any future funding applications.

JH & CC outlined the architectural survey work carried out on the camp to determine the scale of any renovation work and the associated costings. Of the target huts only hut 79 had not been accessed yet. CC outlined that the Community Ownership Fund (COF) is currently suspended until after the general election but is likely to be in the order of £250,000 with a potential £50,000 match funding from the Gannochy Trust. JH and CC outlined 3 possible scenarios which could be carried out within this c.£300,000 budget. JH also said that he would have costings for the renovation of the former Officer's Mess by mid July.

Option 1: Finish the final 5 Self-catering units (3 for self-catering, and 2 for office use potentially). The costs for this would be approximately £124,166 which includes prelims and contingency, plus an extra £30,000 for fittings for the self-catering.

Option 2: Renovation of Huts 48, 49 and 50 (listed buildings, former toilet blocks). Funding of £303,000 would make them architecturally secure, wind and watertight. They could also be subdivided to form 4 units for rental. There would be additional costs for services (water and electricity).

Option 3: Renovation of some of the units in the North East corner of the camp, including 69, 79, 82, 89 and 90. There are no final costings for these units but there will be soon. The renovations would concentrate on essential shell fittings and could include subdivisions based on the needs of end users, including internal blockwork and racking systems.

Discussion on options: JS commented that the decision on option should be based on income they can bring in to support CDT activities and also the community benefit. JH asked what was the main demand of those on waiting lists. MK confirmed that most people on the waiting list wanted workshop space. JH emphasised that renovations could be managed to maximise flexibility of use for tenants. MT commented that storage needs could be addressed through shipping containers. CC asked that the options could be shared with CDT membership and the Comrie community through a poll. MK asked about renovating the toilet in unit 51 to increase the public toilets on the camp but JH explained that the costs to renovate this unit as a toilet

would be very high and there are other more viable/less expensive routes to increase the number of toilets.

Decisions:

- The self-catering completion is the lowest priority as there are other potential routes to finish the upgrades.
- Concentrate on the renovation to huts 48-50 and ask for community opinion to support the COF application.
- Continue to finish the costings assessment for the NE huts and the former Officer's Mess.
- Apply to the Gannochy for match funding for the COF.

Treasurer's Report

- KN shared the latest on the aged receivable and aged payables. Some details were highlighted for SA to check included invoices which have been settled.
- KN has been working with Blair Urquhart and JS on an application for a solar farm on site for £300,000. This would be £150,000 for panels, battery and cabling and £150,000 for groundworks and fencing. This would produce 215 KW at peak capacity with 2 storage batteries. The solar offer could be upgraded and expanded in the future. The application has to be submitted by the 28th June.
- Self-catering – a new company has been engaged to carryout the cleaning and laundry who will start 1.7.2024
- CC outlined other possible fund that CDT could apply for: national lottery of £150,000 for 3 years and a PKC community fund. CC will liaise with board and staff on details.
- There is an urgent need to recruit a finance officer and there was a discussion about how to reach potential applicants for the post.

Estates

- MK has been working through the waiting list for units and checking who still wants a unit and what their needs are. There are some local businesses on the list. The lack of electricity and water is one of the main barriers.
- There was a suggestion to post available huts on the Community Council Facebook page and on personal Instagram. There was a discussion about how to improve our capacity to engage in social media and communication including possible volunteers.
- There was a discussion on the Veterans' Hub renting Unit 1. The unit is suitable because it has services as well as wheelchair access. The proposal set out was to allow the Veteran's Hub to rent Unit 1 for one year but during that time they could refurbish another hut which could then become a charity hut. AL suggested that unit 106 was a possibility but would need to be discussed with the Orchards and Allotments groups and there might be an issue with parking in that area. JS highlighted that there is already a charity rent policy – free rent for Comrie charities and 20% discount for external charities. MT highlighted that the Veterans Hub has a high level of support in the community.

DECISION: the board agree that the Veterans Hub could rent Hut 1 for 1 year at at 20% discount. SA to prepare draft lease for entry on the 1.7.2024

AOB

- MT updated the board on the possible café options. Hut 31 can be granted a temporary license for 3 years. Craig Walker is arranging a visit by PKC to inspect the premises and check the licensing details. The café would be run by volunteers who would all have the appropriate health and hygiene training and certificates.

Board Membership

- Andrea Loudon has attended 3 board meetings as a visitor and formally put forward her application to become a trustee of CDT with a focus on governance and performance management.
- CP proposed AL as a co-opted board member and DR seconded her application. Her application was unanimously approved by the board members present.
- SA will complete the trustee paperwork with AL in the 2 week window required by Companies House.

Approved