

COMRIE DEVELOPMENT TRUST
Minutes of Board Meeting
19 February 2026 7.10 pm

Attendees:

Board: Fiona Black (Chair), Adrienne Clarke, Andrea Loudon, Ken Norton, Jeremy Spurway, Miles Key, Davie Robertson

Staff Attendees: Olana Mazna, Bravo Nyamudoka

Guest Attendees: Gayle Bowie Jacque Smith (online)

Volunteer Minute Taker: Lynn Manderson

Apologies: Lindsay Brown

1. **Welcome:** FB welcomed all attendees and Board, Staff and Volunteer introduced themselves to the guest attendees. Guest attendees gave brief introduction to their background.
Declarations of Interest: None
2. **Approval of minutes of previous meeting** on 22nd January 2026. Proposed: AL. Seconded: MK.
3. **Matters Arising:** Will be discussed during agenda items below.
4. **Review of Action Log** (log has been updated based on the following)
 - H&S: Appropriate tenants have been advised of mandatory requirement re CO monitors. Action complete.
 - Carbon credits: Unable to contact M Cope. JS will try to contact him to ask him to hand over documents and CDT will progress directly.
 - Financial position. Ongoing to progress additional funding opportunities with Colin. Gannochy had awarded £30k for two years which started last year.
 - Biomass heating loan: No progress, KN to chase.
 - Ideas for income generation: Following circulation of ideas document, set a meeting next month to discuss suggestions. Action: KN/FB
 - Community Shop: AC sent doc to Board with operating ideas: offering affordable rent space for cottage type industries sharing space within a hut. Next step is to consider the running costs and suggested artists manning it and example of Old Mill at Killen given as an example. Further discussion required. Action: AC
 - Tenant lease expiry: discussed under Estates agenda item.
 - Heritage Conservation Framework: Email sent to tenants. Repair guide to be sent out. Consideration to be given to a repair programme that sets the standards for the future to maintain the external appearance yet allows repairs that will have a long lifespan, example given of Soundlab who have replaced windows that appear original externally yet a re triple glazed. More time at next meeting to consider. SA to give a presentation at the meeting.
 - Cycle path. Colin looking into funding avenues.
 - RSGS Climate Change workshops feedback. Discuss under item 6.
 - Woodland and Orchard. Sharing meeting notes: completed. To become a Standing agenda item of all Working groups.
 - Websites and Social Media. Discussed under agenda item 8.4.
 - Governance: Action: BO/JS/LB to work on getting Board members access to SharePoint.
5. **Finance**
 - 5.1 OM handed out financial reports. This year will end with a balance of £3k. £13.75k (£11.5k exl. VAT) received from sale of biomass.
Next year, an additional £1,8k per month will be required to achieve break-even. This can be achieved by leasing only 40% of the currently vacant units, which have a potential maximum rental income of £4,4k per month. Alternatively, this amount could also be generated through other sources of income from additional activities.
£1.8k pm is the equivalent income from 3 large huts. However, the stock that is left (apart from 76 and 77N) need to be renovated.

Motorhomes (including camping) income Aug – Oct was £5k. PKC Councilors visiting on Friday this week to discuss expansion of this income stream.

Whilst it was recognised that if income became steady when invoices are paid on time there would be more capacity to focus on community activities in the village, however capital will be required for renovation of huts so we will need more than a baseline to improve the site.

KN noted that OM had done an excellent job on Aged Receivables. There is £35k outstanding.

CIBL Triodos Loan. £22k closes March 2027.

Energy Savings Trust £58k for biomass is expected to be written off.
£101K loan ends 2035 with £2k per month payback.

5.2 Funding applications update:

- Strengthening Community Programme: Will know decision in next two weeks.
- DTAS Resilience bid: next week get the group to pin down what we will apply for. £100k is the fund and its flexible, i.e. can be used for staff time, training, etc.
- Changing Places Toilet: £110k has been secured. 2 quotes received and it will be installed end of April. Changing Places do all the installation work, testing and provide training for onsite staff. Maintenance is £600 pa. Advised to put up notice advising it is run by the community and ask for donations which apparently can be quite successful. It is operated by radar key which, although designed to only be issued to those who require it, it appears to be easily obtained on eBay.

6. Community Action Plan.

LB had sent apologies. No update from LB.

AL reported that that the RSGS/CDT draft Climate Change Plan workshops had identified significant gaps in the Community Action Plan. For example, a key area of the CAP is the development of affordable housing. Feedback from the Climate change workshops reported lack of skills and knowledge within the building trade on the new Building regs but also the restrictions imposed due to Comrie being a Conservation village. Nor did the CAP include consideration of energy efficiency of our older housing stock.

FB reported that the CAP Housing Group are very active, having in a short time identified land that could be used for three terraced houses and they have submitted a planning application. FB asked whether they could become a subgroup of CDT such that they can receive funding via CDT. It was noted that we had a Community Land Group which is a subgroup of CDT but is now dormant. They undertook a housing survey. So a precedent has been set.

FB reported that a Youth Work Leader is being appointed by LOGOS who will manage them via their office in Crieff. Their remit will be to feed back the views of the younger members of our community. That person will also work from the Comrie Library.

7. Report submitted to RSGS:

CDT received funding from RSGS to run three workshops in January 2026. AL had shared the report submitted to RSGS. In summary the workshops had focused on 4 themes contained in the draft Climate Change Plan; Buildings, Transport, Agriculture and Land Use.

The only way to support the community to adapt to climate change is through CAP but CAP isn't developed enough to show local people how to do this. Also, CAP requires local groups – Community Council (CC) and CDT - to deliver this but doesn't recognise the lack of capacity. Following discussion with CC who do not have capacity to drive this, CC are willing to let CDT take this forward provided we keep CC in the loop.

Some communities are working together due to low capacity and collectively employing a person to work on getting funding and delivering the plan. There is climate action funding available. AL suggests

that we work with other communities such as Crieff and St Fillans. Action: AL to reach out to other development trusts Action: FB to chase AS and LB re who is doing what.

8. Updates

8.1 Estates

Street lights: Action: MK with check with Unc re lights being on during the night.

Solar Farm: The feasibility study has been completed and the the next phase of planning and communication will begin soon. There is a backlog in DNO connection applications and has been closed to new applications. It will restart once the process is reviewed and rules tightened up.

The solar farm will be laid out in rows to align with huts. The proposed location subject to planning will be field behind Entier and will require fencing suitable for high voltage areas. Where the solar farm had originally been intended could be used for more motor home parking. Consideration to be given to eco grid hook ups, and sheep to cut the grass.

Grass Cutting at self-catering: Kyle offered to cut grass using robot cutters at no cost.

8.2 Heritage

Roof repairs in the Jailblock will be complete in next week or so. Internally it is still wet and will need heaters to dry it out. East side also needs drying and there is plenty of work still to be done to keep it watertight. However, once it is dry all the artefacts can be moved from hut 32 permanently into the Jailblock, so allowing hut 32 to be let.

Last year around 4,200 people visited the site. The Heritage Group would like to ask the Board to allow them to have the Jailblock and associated museum huts rent free this year. They would pay a service charge and all funds raised will be reinvested in the property.

Action: FB will ask the group to submit minutes of their meetings to the Board.

Armed Forces Day in June: Trying to get a group of people to support this and the Men's Shed are leading on it. Men's Shed will be given until end of March to provide a proposal on this event. Action: DR

8.3 Environmental

Balfour Beattie (BB) are arranging for 50 people over 2 days in May to work on site.

BB have been invited to bring one of their older and younger engineers onto site to look at the huts and advise what technology and new materials could be employed to repair/ improve their condition.

Cycle Pathway: 4 stages to PKC process. Await Transport Scotland to say yes or no to the application for funding stage 4. Need to know how to respond if they say no. AL has been tasked with writing a press brief, funders brief, and a joint statement from the CC & CDTs to update the community. If we get funding it will be for one stage and each stage needs to be applied for separately. Funding focuses more on urban areas so it's not straightforward for rural areas.

8.4 Communications

OB started reviewing internal system and corporate governance documents.

OB/JS working on combining the two websites. JS has a contact in village who has skill set that would assist us and should have response from them next week as to whether they can help with this. Once set up we will need to be able to maintain it ourselves.

Emails: carrying out trial next week. Role type emails together with individuals' emails will be required (individual for internal correspondence).

8.5 Staff

Bravo Nyamudoka started this month and Christine Key will star on 1st March. SA will reduce to one day a week. James McLachlan has started working with Unc on 30 hours per week contract. There is a PKC training £5k fund that we can access to train him on land management, H&S, etc.

8.6 Governance

AC working through docs and although robust they do need updated and in places amalgamated. Board decision will be required as to how much autonomy the working groups should have bearing in mind that the more Board governance the more admin input required by the Board. It is expected that as groups develop the level of governance will reduce.

H&S: Need a separate meeting to discuss H&S.

9. AOB: Coming up for 20th anniversary of CDT so this topic is for a later discussion on how to celebrate it.

10. Next Meeting: Thursday 19 March commencing 7.10pm