**MEETING OF THE BOARD OF DIRECTORS** (92nd)

 **WEDNESDAY 28TH AUGUST 2019 7.00pm IN ROSS INSTITUTE HALKIRK**

 **Minutes**

**Present** Gillian Coghill Chair

 Trish Bremner Treasurer

 Jane MacIntosh

 Jennifer Simpson

 Richard MacNicol

**In Attendance** Linda Bremner

1. **Welcome and Apologies**

 Gillian Coghil opened the meeting and welcomed all Directors present.

1. **Minutes**

The minutes of 29th May 2019 were noted and proposed as a true record

**Proposed: Jane MacIntosh**

**Seconded: Jennifer Simpson**

1. **Matters arising**

Gillian checked if there were any matters arising.

 There had been a query from a member requesting the website password. Linda was advised the password details for handing on.

Password hdbf2009

Username halkirk09

Details on the website were noted for updating. This was in hand with Navertech.

Another confirmation statement could be lodged to show changes. It was suggested we should ask for web filing code to update/ remove Directors.

1. **Financial Report**

Gillian handed over toTrish to give a financial update to Directors present. A drop was noted in the annual payment. It was suggested this should be investigated.

 Current overall balance in bank was £498 893.38

The Audited accounts were distributed for comment. All monies were in order. Expenditure was in line with previous years expenditure.

Trish mentioned the official opening of the heritage centre is 1st September Directors have been invited along for a tour of the centre.

1. **Secretary Report**

Linda had noted the drop in the annual payment and requested a copy of the signed agreement with Windfarm company to check the fund was index linked. Trish had a copy for Linda to look through. It was agreed the fund was index linked. Linda to contact the windfarm operators to investigate further.

Emergency First aid certificated training can be delivered by Helcat training locally. Each session can deliver training for up to 12 people at a time. Dates given are Saturday 21st September or Sunday 22nd September. Members agreed Saturday 21st in Ross Institute Halkirk.

Scottish Ambulance Service are willing to deliver first aid and community defibrillator sessions in October. A post has been placed on Facebook to gauge interest and has been popular. There have been quite a few replies and comments.

 It was agreed to promote the certificated First Aid training now a date has been agreed.

It was discussed there was a need to set in motion an action plan for the fundraising awareness of the fund for applicants and addressing community needs.

**Proposed Richard MacNicol**

**Seconded Jane Macintosh**

Query from member on Facebook whether she resided in the fund area her address was Miller's Cottage, Clayock, Halkirk kw12 6uz

The map of the fund area was not clear. It was agreed Linda would check with Alex Macmanus

Linda had a lengthy discussion with Jill Sutherland Halkirk Youth club – it was noted there is potential for supporting this organisation and to possibly develop activities/food clubs.

A grant feedback form had been received from Halkirk Primary school.

They had been allocated £4,093.53 project total cost for the Dalguise trip which was estimated at £4,943.53 . The actual spend was £5,289.36. The kids had a great time at the centre and enjoyed all the activities.

1. **Funding Applications**

**HD020719-10 –** Liz Hewitson Spittal SWI - Annual Costs £400.00

Proposed Richard MacNicol

Seconded Jane MacIntosh

Proposed full costs £541.00

**HD160819-11**- Christine Morrison – Halkirk Playgroup - Playgroup equipment costs- £1823.81

**Proposed Gillian Coghill**

**Seconded Richard MacNicol**

**Declaration of Interest Jennifer Simpson**

**Subject to seeing receipts**

**HD260819-12-** Sonja Sinclair – Individual support costs for dancing - £1000.00

**Proposed Trish Bremner**

**Seconded Richard MacNicol**

Jill Sutherland - interim update and drawdown- £250.00

 Elizabeth Budge- interim update and drawdown -£250.00

 Maureen Campbell- drawdown of funds for Stuart Campbell £1000.00

 Gordy Levack - draw down of funds clay pigeon shooting £1000.00

Hannah Dunnet Touch Rugby to Homologate

Robbie Campbell Swimming to Homologate

**Proposed: Jennifer Simpson**

**Seconded: Jane MacIntosh**

Linda proposed to the Directors they should investigate and adopt possible initiatives benefitting the community. The directors reviewed a proposal for road safety awareness. All Directors present agreed this was a good initiative involving pass plus training for drivers who have just passed their driving test and drivers who felt they needed confidence building / refresher training in driving skills.

**Proposed: Trish Bremner**

**Seconded: Jennifer Simpson**

1. **AOCB**

It was noted there has been some discussion by Highland Council Councillors about Community Benefit. Gillian and Linda have been made aware of this and have highlighted to Councillors some misconceptions surrounding community benefit. This will be ongoing given Highland Council are cash strapped.

1. **Date of next meeting**

Wednesday 25th September 2019 7pm Ross Institute

* Secretary note letter of thanks to be sent to former Director Christie Cameron