Tomintoul & Glenlivet Development Trust

TGDT Board Meeting

Date: 9th December 2020

Video Conference (5 - 7pm)

Minutes

Present: Doug Nisbet (DN, TGDT Director & Chair), David Toovey (DT, TGDT Director & Treasurer), Jenny Herschell (JH, TGDT Director), Alastair Sharp (AS, TGDT Director), Tilly Smith (TS, TGDT Director & Vice Chair), Phil Rogers (PR TGDT Director) .

In attendance: Oli Giles (OG, TGDT), Fiona Robb (HIE), Liz Henderson.

Apologies:,

Due to the restrictions associated with COVID – 19 the meeting was held online.

Actions carried over from previous meeting (updates in *italics*)

Minutes		
Election of Offices	All present gave a unanimous and heartfelt thank you to Doug Nisbet for 2 years chairing TGDT Alastair proposed Tilly Smith as Chair seconded by Jenny Herschell and endorsed by the full board Jenny proposed David Toovey as Treasurer, seconded by Tilly and endorsed by the full board Phil proposed Alastair Sharp as Company Secretary, seconded by Jenny and endorsed by the full board	**DN and TS to have a handover meeting in January**
Conflict of interest and governance	No conflicts of interest issues were raised	
Minutes of previous meeting	TGDT Board minutes from 11th November were approved. Proposed by David Toovey Seconded by Alastair Sharp	
Matters arising from previous actions	School site purchase is complete and the board decision on contract savings has been fed back to the project QS SKS have been awarded the Glenlivet Asset Options Appraisal contract AS impressed with the approach taken by SKS	

	OG confirmed JI will be furloughed full time from 1st January We're still awaiting official confirmation of our Dorenell decision There has been some take up of the hi vis jackets	
Development Plan Projects	**Affordable Housing** OG updated the board on the status of the project and confirmed that the Rural Housing Fund application has been submitted. Following the successful completion of the school site purchase the demolition contract has been awarded and site start confirmed as 6th January. LH asked what the status of the allocations policy is? OG confirmed that the community survey has been completed and results shared but the formal policy hasn't been drafted. All agreed this should be a priority. **Campsite** OG updated on the progress with the campsite project – CES have commissioned the site valuation. TGDT have been invited to apply to CES Supporting Communities Fund – deadline 15th January OG to draft tender spec for feasibility work. The board asked if we can get letters of support for the project from stakeholders as the time and money invested is starting to increase DN highlighted that there was some agreement to TGDT proposal at an earlier meeting but agreed it would be good to get something in writing. **Glenlivet Projects** DN felt SKS have a good grasp of the issues and encouraged the board to consider which project would be the priority. A discussion ensued but due to the sensitive nature of this item was not minuted.	
COVID – 19 update	**Staff** OG updated the board that the Discovery Centre Supervisor will be furloughed full time from 1st January 2021. The two LP staff have had their redundancy consultations **Hostel & Discovery Centre** Tourism Infrastructure fund application has been approved and we're currently seeking a joiner quote for the works.	**OG to look again at furlough**
Finance report	OG presented the Hostel and Trust finance reports and the board reviewed the statements that were circulated in advance of the meeting. The invoices from our accountant for preparation of the accounts and payroll were approved. PR raised the bounce back loans and asked whether the hostel had applied? OG confirmed that THL has not applied for a BB loan but that he'll look into it of the board think it's of value. OG has also raised a claim for THL for business interruption insurance and will update the board when we've heard more.	**OG to pay accountant invoice** **OG to look into BB loan for THL**

Dorenell	OG confirmed that we're planning to submit an application to Dorenell for the affordable housing project and we're supporting Glenlivet Hall with an application for improvements	
TGLP	Digital Archive – OG highlighted that the website has been identified as needing upgraded by MTC and it would be a good opportunity to develop it as a virtual museum	
AOB	Tomintoul Angling Association was discussed and AS offered to join the committee Snow Cam – Doug highlighted the farm next to the snow gates and asked if they've been approached	
DONM	**13th January 2021 5 – 7pm via Zoom** Topic: TGDT January Board Meeting Time: Jan 13, 2021 05:00 PM London Join Zoom Meeting https://us02web.zoom.us/j/87348209749?pwd=eFJzNzNudjJLUDcrb2MvQ0lYVzVGUT09 Meeting ID: 873 4820 9749 Passcode: 655349 One tap mobile +16699009128,,87348209749#,,,,*655349# US (San Jose) +12532158782,,87348209749#,,,,*655349# US (Tacoma) Dial by your location +1 669 900 9128 US (San Jose) +1 253 215 8782 US (Tacoma) +1 301 715 8592 US (Washington D.C) +1 312 626 6799 US (Chicago) +1 346 248 7799 US (Houston) +1 646 558 8656 US (New York) Meeting ID: 873 4820 9749 Passcode: 655349 Find your local number: https://us02web.zoom.us/u/kuUtVV99U	