Tomintoul & Glenlivet Development Trust

TGDT Board Meeting

Date: 15th September 2021

Video Conference (5.30 – 7.30pm)

Minutes

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

Apologies: Alastair Sharp (AS, TGDT Director).

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

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

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

Minutes		
Conflict of interest and governance	None raised.	
Minutes of previous meeting	TGDT Board minutes from 18th August were approved Proposed by Jenny Herschell Seconded by Phil Rogers	
Matters arising from previous actions	All previous actions were completed	
Development Plan Projects	**Affordable Housing** • OG advised that the substructures are almost complete, and the focus is now on securing the timber kits and getting them on site. These have been ordered from Keith. There is a potential issue for getting the development wind and watertight before winter sets in if the kits are delayed beyond October. • BT have quoted nil cost to the Trust for installing fibre to the premises.	

	Campsite i. Progress The designs and costs for the campsite were discussed. The high cost and scale of the site were noted, and all agreed required further consideration. LH highlighted the costs do not include VAT – DN advised that as a charity VAT could be reclaimed on building work. LH queried whether a phased approach would be more appropriate. OG highlighted that the site design was based upon the estimated market, identified through the feasibility and market analysis, and that initial occupancy would be 50 percent during the summer. The rationale being it was easier to put the services, drainage, infrastructure, etc in at an earlier stage as opposed to increasing them at a later one. PR highlighted that the designs did not include a laundry and queried whether the pitches provided suitable caravan provision in terms of manoeuvring. DN suggested more flexibility should be built into the site in terms of the accommodation options. Some concerns were raised over having an unwardened site. OG advised that check-in would be at the Discovery Centre or online and that a non-resident caretaker and manager role had been included. All agreed that the Board needed further time to look at the proposals in significant detail. ii. Business Plan review OG highlighted that the business plan was written in advance of the costs so will need to be revisited. The campsite does present as a profitable business, there is a growing demand with the rise in 'staycation' tourism and would have a positive economic impact on the village. iii. Funding LH highlighted that the business plan assumes grant funding and does not factor in loan repayment. FR recommended starting an early conversation with Moray Council regarding their allocation of next year's place-based funding. **Glenlivet Projects** i. Events RI highlighted the upcoming Scalan in-person preview event on Saturday 18th September alongside Moray Digital Doors Open Day, for which a new video tour has been made. The preview event has been organised by the Scalan Association and is limited to local community members and those previously involved as TGLP project volunteers. All agreed that TGDT wouldn't organise an October event given there is lots happening both event wise and for the Trust at the moment. Instead looking to hold a Christmas	**OG to chase NEAT re: meeting**

		event which would also have the potential to tie in with the completion of the new Dark Skies exhibition. OG is awaiting a response from NEAT to meet with a view to holding an event later this year or in the spring. An end of season BBQ will be held at the Discovery Centre for staff and board on Friday 15th October, 12 – 3 pm.	
	ii.	Croft Inn RI advised that SLF stage 2 application and supporting documents had now been submitted. A decision will be made for 2 December. Funding has been sought for capital purchase costs – 95 % of value of The Croft and legal fees. In addition, a revenue funding request was made for the static caravans. SLF will not necessarily grant this revenue funding so an alternative source would need to be found in this instance. RI advised that in terms of match funders, applications will be made to the UK government Community Ownership Fund's December round and Dorenell Community Benefit Fund at the end of November. All agreed a Community Shares Option should be pursued as a way of demonstrating community support for the project. This would entail setting up a subsidiary Community Benefit Society for The Croft, creating a formal link between TGDT and the Society. TGDT would hold the Community Anchor Share in the Society. OG will organise a meeting for Directors with Morven Lyon at Community Shares and see if they are available to come to the November AGM to present to the community. LH suggested talking to Braemar Community Limited to get a community perspective on how community shares work. RI will contact those individuals that indicated in The Croft survey they would be interested in joining a project team.	**OG to set up Community Shares meeting with Morven Lyon** **RI to contact interested community members re: Croft project group**
	iii.	Community Renewal Fund An outcome is still awaited. A match funding application for a percentage of the project costs is due to be considered by the Dorenell Community Benefit Fund committee at the end of September.	
	iv.	Bike Trails OG reported that applications to Cycling Scotland (£13k) and Dorenell (£4k) for an all-access blue trail had been successful. CES are working in partnership with the Bike Trails and are contributing £9k to the project. This will be the first such trail in Scotland. OG is building a good relationship with the Bike Trails who are now considering other projects including a Dark Skies Observation post.	
	Observatory		
	i.	The designs for the Dark Skies Exhibition at the Discovery Centre have been approved. The Trust are holding £3k to design the planetarium structure for the garden. An	**TS to invite Sam Robinson to join TGDT board**

	application will be made to Dorenell micro grants for funds for the design work associated with the mini observatory at the Braes Hall. The group discussed keeping the momentum behind the Dark Sky Park and getting more of the businesses and community involved. CBP and Moray Speyside Tourism are setting up a group to market Dark Skies. TS will invite Sam Robinson to be co-opted onto the board of TGDT. OG will approach Scott Ashforth, TGBA, regarding the Tomintoul & Glenlivet website	**OG to contact Scott Ashforth, TGBA**
COVID – 19 update	**Hostel & Discovery Centre** Dorm rooms at the Hostel have reopened but have not had a huge uptake. Bookings are skewed towards en-suite rooms currently. The camping area remains closed. Visitor numbers at the Discovery Centre have increased over the last week and are currently good. Both sites will close from the 31st October with the hostel remaining bookable as a sole occupancy unit.	
Finance report	OG presented the Hostel and Trust finance reports, and the board reviewed the statements that were circulated in advance of the meeting. OG asked the board to think about the option of charging for entry to the Dark Skies Exhibit next season. Invoices for Alpha and Lateral North were approved.	
AOB	**Heritage Horizons** LH gave an overview of CNPA's Heritage Horizon's funding. The 7-year project will be called Cairngorms 2030 and has a 2-year development and 5-year delivery phase. The main focus of the project is achieving net zero in the Park with people and nature at the centre. **Community Halls** An application has been submitted to HIE's Community Recovery Fund and an outcome is awaited. **Tomintoul Post Office** The Post Office have received Caroline Breen's notice and her last day is 2 November. However, Caroline has agreed if TGDT do intend to take it on she will keep the Post Office open until the Trust are ready to do so. OG is now waiting for an approach from the Post Office. Security and opening hours will be a consideration. A dedicated Post Office staff member would be needed. **Events** A Macmillan Cancer Support event has been organised in Tomintoul for Sunday 19th September by Caroline McIntosh.	**OG to schedule meeting with board prior to AGM**

	Moray Wellbeing hub have organised a wellbeing event on the Square in Tomintoul for Saturday 2 October. **AGM** TGDT's AGM is due to take place in November. OG will schedule a meeting with the Board for the end of October to agree the annual report and accounts. **TGDT 10 year anniversary** OG asked the board to consider ideas for celebrating the Trust's 10 year anniversary on 12 May 2022.	
DONM	Topic: TGDT Board Meeting Time: Oct 13, 2021 05:00 PM London Join Zoom Meeting https://us02web.zoom.us/j/85857604750?pwd=M0laSUExejRsVzdvZ3BmcWwzSjM4Zz09 Meeting ID: 858 5760 4750 Passcode: 268928 One tap mobile +13126266799,,85857604750#,,,,*268928# US (Chicago) +13462487799,,85857604750#,,,,*268928# US (Houston) Dial by your location +1 312 626 6799 US (Chicago) +1 346 248 7799 US (Houston) +1 646 558 8656 US (New York) +1 669 900 9128 US (San Jose) +1 253 215 8782 US (Tacoma) +1 301 715 8592 US (Washington DC) Meeting ID: 858 5760 4750 Passcode: 268928 Find your local number: https://us02web.zoom.us/u/kcF6rY7SkS	