Tomintoul & Glenlivet Development Trust

TGDT Board Meeting

Date: 17th August 2022

Held in-person in Tomintoul and at TGDT (5:00 – 7:00pm)

Minutes

Present: David Toovey (DT, TGDT Director & Treasurer), Tilly Smith (TS, TGDT Director & Chair), Sam Robinson (SR, TGDT Director), Phil Rogers (PR, TGDT Director), Alastair Sharp (AS, TGDT Director), Fiona McInally (FM, CNPA).

Apologies: Laurence Prime (LP, TGDT Director), Fiona Robb (FR, HIE)

In attendance: Oli Giles (OG, TGDT), Lydia Fisher (LF, TGDT), minutes.

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

Minutes		
Conflict of interest and governance		
Minutes of previous meeting	TGDT Board minutes from 27th July 2022 were approved Proposed by AS Seconded by SR	
Matters arising from previous actions **SSE query (TS)**	TS and AS – raised quiet tent at games, more thought for next year. TS queried allocations – OG said it's all done, Helen said there was positive feedback, she had done a good job. Richard Lochhead has written to the SSE Trust, no response yet. TS read through the documentation as they had only dealt with 2 or 3 houses before. TS reiterated the Trust will have to pay the £40,000.	

Star Party update	Star Party Press Release – still to be done by OG. OG - Eventbrite is up and running and people are making bookings. The stargazing sites will be getting toilets. OG has a supplier lined up. Need a facilities block. DT – said there was water at the games site. DT to give Johhny a nudge. TS – We talked about the Star Party maps and orientation – OG confirmed that Jules had it in hand.	**OG & RI – Will issue Press Release.** **OG & RI – to follow up on providing maps and orientation**
Heritage Horizons	Mentioned at end of meeting.	

Development Plan Projects	**Affordable Housing** Affordable housing – OG - SSE work is ready to progress but they have not been back yet to do the connection. DT – Water and sewage being upgraded. OG – mentioned a potential purchaser was asking about the water pressure. Completion date has been moved to the 21st of September. SSE work queried by DT. The last two properties are behind, but groundworks are holding up the completion (OG). Upside is that payment is not due until completion cetificates come in, also allows potential purchasers more time to sell their houses (OG). Open Day scheduled for potential residents on September 3. TS – Queried whether there will be another viewing time for people if they can't make it. Saturday, September 3rd. DC will be used as reception centre. TS queried whether volunteers are needed. Phil confirmed that he will accompany his daughter. PR– What is the situation with the metres? OG confirmed that it is with EDF energy – meter fitting booked for Sept. PR said there were problems in Orkney. They can't put the meter in until it's completed. Occupants will be free to change provider. TS – queried cost, OG said they are fitted for free. TS queried allocations – OG said it's all done, Helen said there was positive feedback, she had done a good job. **Campsite** Board has decided to proceed with town site. TS queried progress on the campsite. OG says it has not been progressed. OG met with MJ about the site. MJ concerned with protecting the site. OG thought we should go for the rougher ground. The architect is going to draw it out. Any bigger than that will require wildlife mitigation and lease negotiation. The one unit should accommodate 3 showers, we can get the one unit, from a scale perspective about half the size. SR queried the number of pitches. 8 or 9 pitches OG, probably about 3 or 4 x the size of thebowling club site. DT – made the point that it needs to meet fire engine capacity with roads in and roads out. TS – Suggested letting the architect know.	**OG – To send Fiona details of campsite** **OG – to get a quote from Craig for site, cubicles, and possible reception desk.** **OG – To work with Johnny Willets at Strutt and Parker** **OG to highlight that transport issue with the architect.**

	FM joined the meeting. DT – pointed out that the cost for the fire access could be quite a bit. OG will pass that on to the architect. SR – suggested that it could join to the Field of Hope but you would have to specify that it was emergency access only. TS – queried the distance from the potential campsite being too distant. It would be a lease site, not a purchase. OG – said we might be able to get a bit of the wildflower meadow. TS – MJ will be concerned about the bird hide and bird habitat. TS – The wildflower meadow is a selling point. DT – Is the site big enough to make it viable? OG – We will revisit and rewrite the business plan once we know what's possible. FM– Queried if there was a photo or map of the site of the potential campsite. OG – circulated plans for the gateway campsite, done by Craig at CN designs about 10 or 11 years ago. OG – Wildlife value fo the area has increased, so the project has to take that into account. OG – Emphasized focusing on what will feasible in the medium to short term in order to generate revenue in the next 18 months. OG – If we can prove concept there will be scope for expanding. TS – A smaller site – do you think it will be in competition with the bowling green? DT – made the point that we'd be offering a smilar thing. TS – Something to consider. AS queried if they have toilets? Yes. OG – community and partnership working would come in here. TS- Wait for Craig and then do business plan. TS – Made the point that the work yard could do with some screening. Fiona – Queried if it was worth sharing plans with Transport department. TS and OG thought that was a good idea. TS- the site is easily accessible. **Tea in the Park** OG said that it had been busy and they have taken more money in the first three days than in 1 week previously. OG mentioned they could do with additional help on Sunday afternoon. TS – commented that the crafts are excellent. AS – Was there in the morning, busy, thought people might still be a bit nervous but good turnout. DT – Thought two weeks would be ideal split between the Trust and the Community Assocaition. TS – On opening Sunday they generated £1600 pounds, people want to use the card machine. TS – Thought there should be recognition for the key people involved. TS – Said she can get whiskies from Tomintoul Distillery as gifts for key people. Suggested that Richard Lochhead MSP could do the thanks. Identify someone to do the presentation. **Glenlivet Hall** OG – Following up next week. Glenlivet Hall has had some issues with cleaning and provision of toiletries etc. Not sure what Trust's role is at the moment. **Richmond Hall**	**OG – will get a banner up tomorrow for Star Party.** **OG/TS– will coordinate gifts and arrangement**

	Windows at Richmond Hall from the COVID recovery fund have made a difference. **Braes Hall** Braes Hall is having the BBQ this Saturday. FM said a new fund would be launched by the Community Led Vision Cairngorm Trust for projects over 10,000. The halls or the trust could apply. OG – Hasn't had much luck getting funding for halls in past. OG also pointed out the Trust has a lot on it's plate. TS – said we could let the halls know. **Heritage Ranger** LF – Updated the group on the Heritage Ranger activities. Updated with figures about the different sites. Scalan most successful site with 90 visitors in July. Blairfindy most challenging for attracting visitors. TS queried why, wondered if it was just a less interesting site. LF said access via distillery might put some people off, or prior issues with communtiy. Inveraven attracts a slightly different group. Still waiting on CES to fully open Drumin Castle site, as apparently no access allowed to 1st floor, but tours are scheduled for September. Board discussed building capacity and planning for next year. AS – asked about hat. LF updated group on University of Exeter geography visit in September and also tour for Donald Grassie's heritage group on Saturday, October 8th. DT asked if we would charge for that. LF said tours were free and donations encouraged. LF suggested social media teasers for Star Party and Dark Skies season. LF will follow up with SR. DT – asked if LF had been in touch with teachers, said Glenlivet Primary had been involved with the owl box. Said it would be important to work with schools going forward. LF confirmed that she had been in touch with head teacher, need to arrange meeting in September. TS – Asked if there was promotional material at Tea in the Park. LF said no, waiting on poster for September from DC staff. **Dark Skies** Talked about at meeting last week. **Hostel** The hostel was the same in July as it wa in June. The relationship with the DC is working better with payment processing. DC - 1312 visitors, not far off 2019. It is busier but it has taken 3 months to get there. **Discovery Centre** DC income – Admissions and retail approx 900/800 split.	**OG – will get a banner up tomorrow for Star Party.**

	OG – Has St Andrews group returning to look at VR issues. The visitors are still using the VR. Cathy replaced Mark in DC. Good fit. The staff have had a meeting about operating the PO. They have all agreed to be trained. TS is the postmaster. Jules will be the day to day supervisor and is happy to do that. Jules job description will be reviewed in light of the changes introduced to the DC and reviewing the functions and opeations of the Discovery Centre. TS – Said it will be looked at in the quieter season. TS – Previous chair was keen on all year round operation of DC. TS – September opening for PO. DT queriedwhen electrics were being done and counter works. A trolley will slot in between the desk and the wall. He will install shelves and shuffle display and will create PO retail. PO will come in to install an alarm. Satellite dish in the roof. Phoneline and broadband connected to PO HQ. TS – queried if we will be offering a simiar service. OG said similar but different. OG said the amount we can pay in wil be different, we are hoping to provide the same service. People may have to wait longer but the quitter season. SR – queried if we will sell stationary. OG said we will try to buy the stationary. **Staffing** There was a discussion about staffing the DC now that PO services will be moving across from the General Store. OG will clarify with Adele and will discuss with relevant staff as necessary.	**OG will clarify situation with Adele. OG will talk to staff downstairs.**
Finance	**July 2022** **Tomintoul Hostel** £14,672.50 opening balance £5518.29 income £4469.32 payments out – between lease, supplies, accountant, water bill etc. £10, 319 closing balance Loan is 7800 No loan repayment this month £26,041.45 total bank balance. 07894166157 **Development Trust** £349,730 opening balance £3,393.38 payment in £156,722.01 payments out £196,402.34 closing balance £54,062.66 restricted funding £120,411.58 TGDT Business Reserve Account SR – queried electricity bill, OG said it double what it normally is. SR – queried whether bill will be more expensive. OG – Hostel income includes management income	

	Costs – Core costs are high because of the staff costs, AA signs Affordable houses were the main expenditure. Water/ drainage charges/ RI/ LFs role. OG reviewed invoices needing to be paid with Board: Foundation Scotland - £6000 loan repayment Alpha projects invoice NIAD enviro consultancy Boiler invoice - for rebuilding the boiler in the DC, OG important to get it sorted for winter	**OG - to pay invoices**
AOB	SR – We are waiting on refurbishment plan, could we raise some more funding. DT – Should save a lot of money doing the refurbishment and the ARC observatory project. SR and DT talked about the cost and quality of lumber. FM– raised the Cairngorms 2030 project, there is quite a lot of online workshops. They are happening and the CES Gelnlivet is also having a consultation. One planned for Tomintoul. TS – queried active travel mandate, could we connent the bike trails with trails from the village. Chris Muir is looking at actice travel and will be looking at travel. FM has expressed that there is an interest for it. TS mentioned that Speyside active travel workshops. TS – thinks it a strong case to link village to MB facility. FM will fight that for the community. FM– queried if it has come out with the Glenlivet consultation. TS – we don't have villages we could connect with due to our geographic isolation. TS – made consultaion with National Park and Glenlivet CES will be different. AGM – 14th September, after the meeting will be in the Richmond Hall, OG has assigned roles. 7:30 pm at Richmand Hall. Meeting will be before at DC. TS – Said we needed 3 out of 4 directors present. TS – queried AGM date, 14th September, confirmed by OG. DT thought more folk would come in September while the nights were still light. 25th October for charity accounting – DT queried, OG confirmed that it is booked.	**FM – to support and advocate for active travel investment in Tomintoul to Glenlivet MB**
DONM	September 14th before AGM	**OG – to circulate**