

Board Meeting Minutes

Date & Time	Thursday 31 st October 2024 at 7pm
Location	The Dornoch Hub
Attending (Board)	Luke Watson LW (Chair), Glen McGill GM (Vice Chair), Paddy Murray PM , Paula White PW
Apologies (Board)	Emily Teagle ET , Jim McGillivray JM
Guests	

	Item	Lead														
1.	Minutes of board meeting 19 th September for approval <table><tr><td>Proposed</td><td>GM</td></tr><tr><td>Seconded</td><td>JM (Proxy)</td></tr></table>	Proposed	GM	Seconded	JM (Proxy)	NA										
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Seconded	JM (Proxy)															
2.	Review of actions See attached DACIC Board Meeting Action Log for full details. <table><tr><th colspan="2">Summary</th></tr><tr><td>New</td><td>5</td></tr><tr><td>Live</td><td>0</td></tr><tr><td>Closed</td><td>23</td></tr><tr><td>Extended</td><td>3</td></tr><tr><td>No longer applicable</td><td>6</td></tr><tr><td>On Hold</td><td>0</td></tr></table>	Summary		New	5	Live	0	Closed	23	Extended	3	No longer applicable	6	On Hold	0	LW
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3.	Changes to Board Report & Agenda <ul style="list-style-type: none">Board Report<ul style="list-style-type: none">Grants and Funding section to be added to the Financial Update section of the reportDornoch South activities that are not adopted as a standalone project to move to Additional Activities under DACIC Summary sectionRemoval of Visit Dornoch section now that we have concluded all activitiesAgenda<ul style="list-style-type: none">Changes section 4 Existing Project/Activity, removal of sections and then a list of agenda points regarding additional discussion and/or action.Addition of Safeguarding to comply with LTA regulation but will also be good practice giving our other activities including the community transport and Hub workshops. Board understands and approves of changes	LW														
4.	Existing Projects/Activity DACIC Board Report distributed to directors on (25/10/24) In addition to the update provided in the board report the following items are to be discussed <ul style="list-style-type: none">Review and approval of Director job description: Job description sent to all board members 25/10/24, LW received approval to upload the director job description to our website as well as send it to businesses operating in the hub. PM suggested getting an article done in the Northern Times as this was the method DADCA used and resulted in 2	NA														

	<p>new board members. Board approves, PW will contact Northern Time and LW will draft an article.</p> <ul style="list-style-type: none"> • AMG: Board discussed the date options for this year's AGM and have agreed that as our October meeting was pushed back to today that we would cancel the November board meeting and set the AGM for Thursday 5th December 2024. LW/GM to work on message that will be sent to all members no later than 14th November 2024, in addition to inviting members to the AGM it will also ask them if they wish to continue as member and give them the details for instructing a proxy if unable to attend in person. • Management of towns notice boards: LW received approval to clear out the content of the existing town notice boards and in addition to general notices and events have separate areas for activities and notices from each of the main Dornoch groups, DACIC, DADCA, Community Council and The BID. PW also suggested that going forward all posters will have a removal date set to the creator, this was also agreed. • Sutherland Resilience Initiative (SRI) membership: PW promoted that all board members join SRI, this has no cost and is a potential source for a new transport vehicle. • Update on MUGA Steering Committee Meeting: LW gave update on the first meeting of the New Steering Committee including sharing the presentation on the MUGA usage April to September. The draft membership plans, Pickleball Club and MUGA Constitutions were also shared with the final versions to be given to the board for approval by February 2025 ready for the new session which start in April 2025 • Update on year-end accounts: Board approved end of year accounts April 2023 to March 2024. 	
5.	<p>Safeguarding</p> <ul style="list-style-type: none"> • No new or ongoing safeguarding concerns or risks since our last board meeting • LW update board on visit from Tennis Scotland on 2nd October. They were very impressed with what had been achieved in such a short space of time, 1 area of improved was to have a separate page on the MUGA website to cover safeguarding, which LW has actioned. Our next visit will be in 3 years time. 	LW/GM/PW
6.	<p>New Projects and Activities</p> <ul style="list-style-type: none"> • Dornoch South Sports Centre Update: No new updates, awaiting results of funding request from crown estates which would allow us to take the project up to planning. 	NA
7.	<p>Community Update</p> <ul style="list-style-type: none"> • Community Council – LW updated board on a recent meeting held with The Community Council, DACIC, The BID and Shane Manning from THC regarding Dornoch parking restriction. LW shared the new plans and the few changes that have been made since the last plans. Shane will now come back to all parties with a cost for the work which would need to be covered locally. • DADCA - PM Updated board. 2 plots have now received offers, and PM believes DADCA will soon be able to reach out to Dornoch groups to start discussions on plans for a new community centre. 	NA

	<ul style="list-style-type: none"> The BID – A new manager has been appointed, Sharon Mackay who will start in November. Sharon previously worked on the Inverness BID. Embo Trust – No Update 	
8.	<p>Upcoming Events</p> <ul style="list-style-type: none"> Dornoch Whisky Festival 2024: 25th to 27th October Guy Fawkes, Bonfire/Fireworks at the Meadow: 5/11/24 	NA
9.	<p>AOB</p> <ul style="list-style-type: none"> Scrubland and car park opposite Spar, Dornoch South – LW updated the board on an offer from THC put forward from the BID were DACIC would be granted a 100 year lease for the land shown, including the carpark for the sum of £1. The requirement would be for DACIC to maintain the area in good condition. LW explained that this would be a good area to manage as might prove useful and provide addition spaces for the new Community Centre which it is next to. Board agrees but request that we see if THC would just sell for £1 	ALL
10.	<p>Next Board Meeting Date/Time/Location</p> <p>November Cancelled</p> <p>AGM Thursday 5th December 2024, 7pm The Dornoch Hub</p>	NA