**Portree and Braes Community Trust (SCIO)**

**Minutes of Trustee’s Board Meeting**

Wed 19th September 2018 7pm @ Jans

**Present:** Donnie Nicolson (DN), Fiona Thomson (FT), Margaret MacDonald (MM), Duncan Brown (DB), Janice Maguire (JM), Graham Smith (GS), Roddie MacHugh (RM), Janice MacHugh (JM) Ross Cowie (RC), Bill Edgar (BE).

**Apologies:** Dorothy-Ann Urquhart, Shona Cameron, Irene Deplano, Chris James, Calum Matheson, Neil Campbell, Myra Macleod.

**Minutes Approved:** [ ]

**Minutes Seconded:** [ ]

[ ] welcomed everyone to the meeting and invited apologies.

FT delivered the Development Officers report. The report contained details about sessions attended at the annual **Development Trust Association** (DTAS) conference. FT received one-to-one training on the asset transfer process from Nicky Donaldson from **Community Ownership Support Scotland.**  This service is delivered through DTAS at no cost and is available to all groups.

FT also met with Jo Ford from SLCVO who advised on what policies are required to comply with voluntary organisation regulations. A privacy policy has been completed. This will be available on the website shortly and must be reviewed before information is requested from the public on behalf of the Trust.

**Treasurers Report:**

[ ] delivered the treasurers report.

**FEI:**

*KG5* - FEI are arranging for the legal work required to confirm the boundary of the KG5. This will take approximately 2 months.

*The Lump* - The ordinance survey map outlining the land at the lump being sold by FEI is thought to be incorrect. Skye Gathering believe that FEI also own a section of land behind the chip shop. FEI will review and confirm what boundary of land is being offered to PBCT. It’s important that the trust do not take on liabilities.

Skye gathering have confirmed that they want to retain ownership of the central part of the lump and have shown support for the trust purchasing the outer section. It’s important that the trust can generate income long term from this purchase however it is key that any development preserves the beauty and serenity of the area. Currently Skye Live pay no rent for use of the Lump [ ].

*Sulishader Common Grazing* - Discussions ongoing re: Sulishader Common Grazing. There could be potential to generate a small rent from crofters if the trust were landlord.

**Harbour:**

[ ] reported that the latest harbour meeting was cancelled due to not having a quorum. Meeting has been rescheduled for Wednesday 3rd October.

**Outdoor Activity Group:**

Signage is still required.

**Bayfield:**

[ ] reported on the meetings held on 3rd September which included the Parking appraisal meeting and the Bayfield Development Proposal meeting. [ ] has taken minutes for these meetings which will be available for review shortly. Summary of main points below:

*Parking Appraisal Meeting*

* The trust have requested that parking developments at the KG5 area are not considered until a development plan for the community centre / KG5 / Red pitch has been discussed with stakeholders.
* A park and ride service has been deemed unsuitable for the area and will not be progressed as an option for Portree.
* A multi-story carpark would cost twice the amount of money per space to develop. This is not an option supported by the community.

*Bayfield Development Proposal Meeting*

* A proposal creating approx. 300 car parking spaces at Bayfield was put forward by Highland Council representatives. This proposal includes toilet facilities in the area as part of a phased approach. Scottish Water own land that would provide a suitable location for building a new toilet facility. Discussions with the water board have already been initiated.
* Highland Council have proposed the following: that PBCT take ownership of Bayfield, that HC supply the funds required to develop a new parking facility, that HC project manage this development and once developed, manage its operation. [ ] The funds used to develop this facility would be a loan to the trust and would need to be paid back to the Highland Council with interest. A financial package will be explored at the next parking appraisal meeting on 12th October.
* Donald / Calum Matheson and the Crown estate will need to be approached - the proposed development encroaches on land owned by them.
* In Inverness residents are offered a parking permit for £12 per month which allows them to park anywhere within the highland region. This arrangement, or similar, would be of huge benefit to residents of Portree and would hopefully be considered a fair exchange for the additional cost to residents of a monthly permit.
* Post Meeting Note: A Highland wide parking permits cost £20 and can be purchased in Inverness. This permit would also allow parking in, for example Portree. A £10 local permit is available in Inverness however this cannot not be used Highland wide. A similar offer is likely to be proposed to Portree residents.

Re: the purchase of the tennis and squash court site [ ] explained that an application to Scottish Land Fund has been discussed with SLF representative John Macdonald and a draft application has been produced.

Deadline for stage one application is **8th November 2018**

Decision for stage one application is **5th December 2018**

8. **Health Services:** [ ] reported on progress of Sir Lewis Ritchie Implementation Group. Workstream 1, urgent and emergency care is progressing well.

**9. Ross’s Walk:** Approx. 20 people participated in the walk. Approx. 3 k was raised.The crowd funder has closed and funds raised will be transferred to the Trust account shortly. The outstanding amount for the maintenance work on the Lisigarry steps will be paid off. Options for how to use the remaining amount were discussed. [ ] suggested using the funds to create a map / signage highlighting local routes for walkers and cyclists. There was also discussion about using funds to improve the waterside path from Aros to Braes.

**10. Braes Hall: [ ]** has been liaising with Willie Mackinnon. Willie reported that discussions have taken place previously with Jeff Atkins from the community council and Matt Johnston the property surveyor working for the highland council re: options for progressing repairs to Braes hall. As previously highlighted, works are required on the attached council house and so ideally the work would be carried out on the braes hall roof at the same time. Willie Mackinnon acknowledged previous discussions and is now following up with Kevin Merric the maintenance officer and Jennifer Bruce the Principle Housing Officer for an update.

Braes Hall carpark was also suggested as a suitable location for a campervan parking facility development. This idea can be taken into consideration alongside maintenance plans.

**11. Parking appraisal – see above**

**12. AGM and Trustee election:**  [ ] have reviewed governance procedures recommended introducing a more formal induction process to ensure that Trustees understand what their legal responsibilities are and are familiar with the Trust’s business situation.

[ ] highlighted that there are local people interested in volunteering but who cannot commit to being a trustee. [ ] suggested that a general volunteer sign up form would help keep a record of these individuals and what projects they might be interested in.

**13. Trustee Meeting Schedule:** In order to support Trustees to attend meetings around their existing schedules [ ] suggested planning Trust meetings 3 months in advance where possible. All in agreement.

**14. AOCB**

**Community Centre:** [ ] gave an update on the community centre project. The council members have requested to be briefed on the Community Centres position and have invited PCCC to attend the next Ward Business Meeting on the 12th October at 10am in Tigh Na Sgire to present a detailed review. This review should outline current challenges and potential future opportunities and clarify what PCCC plans are moving forward.

The ward members are supportive of a coordinated approach to any developments that are proposed to be taken forward. They would like to consider the outcome of the Portree Parking Options Appraisal report and the finalised feasibility study for PBCT and then progress to facilitating a meeting with various stakeholders who have an interest in the Park Road / Camanachd Square / KG5 area.

[ ] to arrange a meeting with Community Centre representatives prior to 12th October. [ ] requested to be invited.

**15. DONM**

**Wednesday 24th October 2018 @ Jans from 7pm**

**Wednesday 28th November 2018 @ Jans from 7pm**

**Wednesday 19th December 2018@ Jans from 7pm**