



**Minutes of Board Meeting
of LLTNP Community Partnership
Held on 27 July 2017
John Muir Suite, Carrochan, Balloch**

Present:
Dinah McDonald (Chair)
Elizabeth Bain (Treasurer)
Carol Hemfrey (Director)
Ceci Alderton (Director)
Iain MacInnes (Co-opted Director)
Alan Smailes (Director)
Andrew Poulter (Director)
Jane Fifield (Director)
Ronnie MacDonald (Director)
Gordon Donaldson (Associate Director)
Anne Sobey (CP Development Manager)
Marie Harvey (CP Support Officer)
Apologies:
Kate Sankey (Co-opted Director)
Cristina Sanchez-Navarro (Director)
Sheila Winstone (Vice Chair)
Celia Burn (Co-opted Director)
Hannah Robinson (NP Sustainable Development Officer)

The meeting started at 1.30pm:

Agenda Item	Narrative
1. Introduction and Apologies	1.1 Welcome from the Chair Dinah welcomed everyone along. Apologies: Sheila, Hannah, Kate, Cristina, Celia
2. Approval of minutes of Board Meeting, 27 Apr 17	2.1 Accuracy: Action: The following amendments to the minutes were required; - Page 5 & 8 minor spelling errors requires correction. The minutes were accepted and Proposed: Elizabeth Seconded: Alan 2.2 Matters arising from minutes. Updates were given on actions as follows: 2.2.1 Item 3.1 – AGM/Retiral of Directors – On behalf of the Board Dinah thanked Directors Elizabeth and Ronnie for their services to the CP before they both retire this year (this officially being their last Board meeting). Directors discussed options to fill the Treasurers role and identified a suitable candidate from the Board. That Board Member will respond in due course. As part of the transition Elizabeth has



	<p>offered to reconcile the accounts ending 30 Sep which will be presented at the next Board meeting. The Board discussed further opportunities for both Directors to remain involved in CP business during the annual interim period, if they desired.</p> <p>2.2.2 National Park Grant Scheme – Anne advised that the NP would be opening up their grant scheme in Aug supporting projects to the parks natural heritage, built heritage and communities. Priority will be given to projects that meet Outcomes in the NP Partnership Plan and Priorities set out in Community Action Plans. The CP website has been recently updated with a CAP ‘quick link’ icon for reference with applications from communities. Anne added that community groups can also reclaim their administration costs through the grant. Alan raised awareness of liability costs to local councils. Anne suggested investigating Public Liability discounts for members and community organisations.</p> <p>Action: Look at Directors insurance costs and report back to Board – Anne/Marie</p> <p>2.2.3 National Park Skills - Potential delivery projects have been identified particularly in creative industries, with statistics showing the NP area is more highly skilled in the older generation; a skill gap amongst younger people. Examination of the school leavers report towards end of the year by the NP aims to open up opportunities with SDS (Skills Development Scotland) to identify skills gaps and link up employers. Potential to tie in with Stirling’s Rural Development Plan.</p>
<p>3. Sub Group Reports</p>	<p>3.1 Sub Groups –</p> <p>i. <u>Finance & Human Resources</u> (including Finance Report to Q4 (31.06.17)). Elizabeth presented the Accounts to the Board. Elizabeth advised that the late payments for the SLA Q1 and work undertaken by the CP for the Callander Landscape Partnership were in hand. Anne advised that as a result the CP had eaten into its other budgets. Elizabeth advised that the Balance sheet reflected a short term investment ring-fenced for skills related projects and it would remain in there until needed. Elizabeth advised that the CP’s main income is reflected in the movements of funds and shows a minus figure of £18K (representing the overdue SLA Q1 payment). Elizabeth advised that this has repercussions and should be monitored, and noted for future reference. Anne reassured the Board this was all in hand and thanked the NP for their generous support.</p> <p>Anne presented the finance spreadsheets advising that a new budget line had been included for the Bord Na Gaighlig grant.</p> <p>Elizabeth requested the accounts be accepted by the Board; Proposed: Andrew Seconded: Iain</p> <p>Action: Dinah advised that at the next Board meeting no papers except for the finance spread sheets are printed beforehand.</p>



ii. Membership & SLA Delivery – Paper tabled from update on 18 Jul. Dates set for Cowal Area Network: 13 Sep, venue tbc. Lomond Area Network 27 Sep, venue tbc. Anne confirmed that Pauline Graham from Social Enterprise Academy will be attending to speak at the CP AGM on 4 Sep. Anne advised that an AGM email invitation to members week commencing 7 Aug.

iii. Development & Project – Paper tabled from meeting held 22 Jun. Anne advised that the CP had prepared an online Village Hall survey ready for distribution (possibly mid Aug) to ascertain their needs. Susan and Anne will liaise. Anne advised that whilst the NP had no commitment, the CP saw this as direct community development work.

Anne advised that whilst the Strathard project has effectively finished there is still ongoing support to the Loch Ard Heritage group to submit an expression of interest to the Heritage Lottery Fund. Anne advised that additional CP support was given to the combined Strathard project/ CAP launch requiring costing and billing to SEPA.

Action: Calculate and finalise the full Strathard project costs – Marie/Anne

Kilmarnock Right to Buy – process resuming again in August.

CP Funding applications – Bord na Gaighlig application successful. Meeting held with CP & NP Communications team, Prof Donald Meek, Turkey Red Media to begin research and filming. CP are waiting to hear the outcome of the Great Places application (deadline 23 Sep – if successful project will start in Jan 18). Board to note the collaborative agency work achieved during the Strathard project as great example of CP's input/output and delivery. Anne advised that the final Great Places grant amount is not set in stone (currently estimated in the region of £35k with a 35% contribution); the share of the CP's input and delivery could result putting in place a 3 day a week part time post. Anne has a meeting with partners to discuss the project in more detail and will report back to the Board.

Action: Outstanding. Anne advised that she will speak with contacts at the Climate Challenge fund to arrange a meeting.

iv. Communications – Paper tabled from meeting held 30 May. Marie advised that following actions arising from their last meeting include changes to the CP website with the addition of Instagram. The in house branding for this year's Heritage themed Gathering had been finalised and will be hyperlinked into the AGM invitation email to members. E-newsletters are being issued monthly with subscription steadily increasing. The campaign for the Community Champion awards is underway, with a press release issued earlier this week and posters printed ready for Directors to locally publicise.



<p>4. Q1 Report</p>	<p>Anne provided the Board with an interim progress report since the last Board meeting in Apr and a summary of all the CP's key achievements and outputs since then. Anne advised on the new recording structure set in place with the NPA, and presented a spreadsheet recording all activities in the current reporting period. Update included:</p> <p><u>Place Standards</u> tool input – this will be integrated into the CAP process, a departure from the current toolkit and future of the action plan process.</p> <p><u>Community Empowerment and Asset Transfer</u> – As agreed with the NP, the CP is limited to supporting the NP at this initial delivery stage.</p> <p><u>Health Checks</u> - Anne is continuing her development work with Arrochar Community Trust and winding up in Buchanan, with completion estimated end of September.</p> <p><u>Area Networks</u> – CAN/LAN dates to be set in September. LAN has identified more need for networking. TAN – 4 out of 5 CAP's completed in Trossachs. Cross cutting issues include community transport. Trossachs Branding needs to find a way to bring them all together.</p> <p><u>Bord na Gaighlig 'Celebration of the Role of the National Park in the Gaelic Bible'</u> – CP met with filmmakers Turkey Red media, Prof Donald Meek. Contact by the NP will be made with BBC Alba for publicity. Film will be showcased at the Gathering featuring workshops and exhibition. BNG project will feed in to the NP's Gaelic language plan, and the effects of BNG's funding investment will be tracked and monitored.</p> <p><u>Callander Landscape Partnership (CLP)</u> – CP work involves how the CAP process feeds in.</p> <p><u>Community Broadband Scotland (CBS)</u> – CP are awaiting further information from CBS to take forward two park wide events towards the end of this year. A meeting organised by CBS to discuss Broadband distribution is scheduled in Crianlarich on 17 Aug. Alan advised the new exchange to be installed will only effect 7 properties, and the Tyndrum/Highland boundary issue means many business will lose out.</p> <p><u>Killin</u> – A new Development Officer/Link worker Michelle Flynne from Stirling Council is in post.</p>
<p>5. Updates</p>	<p>5.1 FCS – Gordon provided an update. The hydro scheme at Glenfinnart is up and running. Sue Morris is soon to take up post in August replacing David Robertson as ????. Sue is well connected and engaged with communities and will provide a positive role. Site surveys; following recent tree felling to mitigate the spread of Larch disease (<i>Phytophthora ramorum</i>) Gordon envisages that as a result of the limited movement of spores, the spread has slowed down. Gordon advised that funding is available to the general public to help prevent the spread of disease and restore affected woodlands. A bog restoration at Flanders Moss with additional funding from the Peatland Action Fund will clear standing trees on the bog, and</p>



	<p>block drains to re-wet the bog/moss. In Glencroe, Transport Scotland has purchased land above the west side of the open hill, and as part of a trial FCS will plant trees to retain the soil to prevent landslips. Planting which is expected to run from Autumn 18 into Spring 19 will consist of native tree species such as Willow, Aspen and Birch known for their fibrous roots and dwarf varieties. Whilst construction of deer fencing will possibly prove difficult for access, gates will be available for those on walking routes in the area. CATS (Community Asset Transfer Scheme) - Balquhiddar are no longer considering the purchase of local woodland. The Ardgartan visitor centre has returned to the open market, with the toilets remaining open to the public.</p> <p>Anna MacLean, Susan Brooks and Jane Fifield joined the meeting.</p> <p>5.2 National Park – Anna and Susan provided an update to the National Park Partnership Plan consultation which recently closed. An afternoon facilitated session following this meeting will discuss and set out a clear picture of the CP’s involvement and a clear vision for how the NP will deliver it. A draft programme will be agreed at the next CP Board meeting in October and will be presented to the NP, before the final version to Scottish Government is submitted at the end of this year.</p>
<p>6. LEADER Update</p>	<p>6.1 Forth Valley & Lomond - update to follow separately.</p> <p>.</p> <p>6.2 Argyll & the Islands – Iain reported that there had been concern at the lack of communities applying for funding. Iain advised that the LARKS online application form was not community friendly, and match funding was proving difficult. Iain will take both these issues forward to Leader as a major concern. Long travelling distances for some LAG committee members has meant meetings have not been well attended and held up decision making. Timescales are now closing with final applications to be submitted to the LAG by Sep.</p>
<p>7. AOB</p>	<p>Iain addressed and highlighted a potential role for both Ronnie and Elizabeth to support planning for the Cowal Area Network. Iain requested that if the Board were in agreement and both Directors accepted this would allow him more time to concentrate on his role with Leader. Anne added that Elizabeth has registered her interest in being involved with both the Bord Na Gaighlig and Great Places project. Ronnie advised that he will continue as a representative at area networks but in no other capacity. The Board unanimously voted in Elizabeth as a Co-opted Director.</p> <p>Alan advised that the Crianlarich Development Trust had now registered as a SCIO, and asked the Board to consider this as an option for the CP.</p> <p>Action: To be added as an agenda item at the next Organisation/Governance meeting 22 Aug 1-3pm.</p>
<p>8. Date of next Board Meeting</p>	<p>The next meeting will be held on Thu 26 Oct 17, John Muir Suite.</p> <p>Meeting closed at 1635.</p>

