



**Minutes of Board Meeting
of LLTNP Community Partnership
Held on 26 October 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)
Sheila Winstone (Vice Chair)
Anna MacLean (Associate Director)
Anne Sobey (CP Development Manager)
Cristina Sanchez-Navarro (Director)
Marie Harvey (CP Support Officer)
Ronnie MacDonald (Director)
Apologies:
Gordon Donaldson (Associate Director)
Kate Sankey (Co-opted Director)
Celia Burn (Co-opted Director)

The meeting started at 1.30pm:

Agenda Item	Narrative
1. Introduction and Apologies	<p>1.1 Welcome from the Chair Dinah welcomed everyone along. Apologies: Kate, Celia and Gordon. Dinah handed over to Anne to commence and conduct the election of office bearers.</p> <p>Chairperson; Dinah stepped down. With no other candidates Dinah was put forward for the role. Nominated Elizabeth seconded Iain. Dinah accepted the role as Chairperson.</p> <p>Vice Chairperson: Sheila stepped down. With no other candidates Sheila was put forward for the role. Nominated Dinah seconded Elizabeth. Sheila accepted the role as Vice Chairperson.</p> <p>Treasurer: Elizabeth stepped down and resigned. Andrew was nominated for the role. Unanimously voted by the Board. Elizabeth will remain on board as co-opted.</p>



<p>2. Approval of minutes of Board Meeting, 27 Jul 17</p>	<p>2.1 Accuracy: Action: The following amendments to the minutes were required;</p> <ul style="list-style-type: none"> - Check and amend accurate spelling of Bòrd na Gàidhlig through minutes. - Item 5.1 – check with Gordon and complete details of Sue Morris new role. - Item 5.1 – amend spelling of ‘Argartan’ to read ‘Ardgartan’ <p>The minutes were accepted and Proposed: Elizabeth Seconded: Alan</p> <p>2.2 Matters arising from minutes. No matters arising.</p>
<p>3. Sub Group Reports</p>	<p>3.1 Sub Groups –</p> <p>i. <u>Finance & Human Resources</u> (including Finance Report ending Q2 (30.09.17)). Elizabeth presented the Accounts to the Board. Elizabeth suggested that the Board considered for the next quarter to look at redistribution of funds from the general fund to cover staff wages. The Board thanked Kelly for her support this year. Anne advised that Kelly would be approached to work with the CP next year when and where her experience and skills are required.</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> <p>ii. <u>Membership & SLA Delivery</u> – Sub group last met on 10 October. Anne updated on main points discussed including Demand Responsive Transport (DRT) in Callander and the Stirling, Killin to Tyndrum Saturday shopping bus. Anne advised that following discussion, Directors agreed that a disproportionate time for staff and Board members has been spent administering and attending both sub groups therefore this group and Communications have amalgamated. Action: New Terms of Reference to be drafted and signed off at first meeting – Anne/Marie.</p> <p>iii. <u>Development & Project</u> – Sub Group on 22 Aug was cancelled. Date reset for Anne and Dinah to meet after this Board meeting.</p> <p>iv. <u>Communications</u> – Sub group met on 7 September. Marie gave a broad overview on Q2’s social media and e-newsletter analytics.</p>



<p>4. Q2 Report</p>	<p>4.1 Anne provided the Board with an interim progress report since the last Board meeting in July and a summary of all the CP's key achievements and outputs since then.</p> <p><u>4.1.1 (Core SLA) Review Concluded - Community Action Plans</u> Gartmore and Lochgoil aim to be completed by the end of the financial year.</p> <p><u>4.1.2 (Core SLA) New Community Action Plans</u> Preparatory work has begun in Killin with a Place Standard/open day event complete. In Brig O' Turk initially there was a disappointing response to the household survey issued, however the community is keen to continue and further community engagement is ongoing resuming with a reissue of the survey next year.</p> <p><u>4.1.3 (Core SLA) Good Governance</u> Anne successfully delivered governance training sessions in Buchanan and Arrochar. Advice on Asset transfer is available to communities who require it.</p> <p><u>4.1.4 (Core SLA) Capacity Support</u> This week completes the CP's involvement with Strathard. Anne advised Jane Fifield that she is happy to meet with Andy Malcolm for a final meeting. Anne advised that there is a definite need for a forum/area network as a formal way for partners, councils to feedback and move forward with the Strathard initiative outcomes.</p> <p><u>4.1.5 (Core SLA) Networking and communications</u> – Anne advised that the 2018 work plan may require a cut back on communications with more of Marie's time allocated elsewhere.</p> <p><u>4.1.6 (Other activities) Strathard</u> As discussed with SNH £10k has been transferred to the CP for safeguard for Strathard initiative until SNH /Strathard Community Trust and Heritage Network have decided how it will be spent.</p> <p><u>4.1.7 (Other activities) Bord Na Gaidhlig</u> Anne advised that £2k from these funds was allocated to CP salaries which go towards supporting the NP's Gaelic Plan. Anne advised that she is preparing a funding application to fund a book to accompany the film. Research undertaken by Director Carol Hemfrey and Prof Meek will be used in the publication.</p> <p><u>4.1.8 (Other activities) Great Places</u> CP continues working with A&B council officers to prepare then deliver. A second stage application was completed and submitted for the 26th Sep deadline. Two community sessions and agency sessions delivered along with A&BC to accompany the project.</p> <p><u>4.1.9 (Other activities) Ongoing Support</u> Anne has been providing Buchanan with governance support to wind up their company. Work will continue with new East Loch Lomond Community Trust to develop their delivery plan based on their CAP.</p>
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	<p>Additional support is ongoing to the Buchanan Memorial Hall SCIO. Alexandria has received further CP support and following a break of some months has been back in touch for more. Anne has organised a place making workshop for Nov.</p> <p>Action: Board advised the CP should now raise and invoice for the contracted work undertaken so far before end of FY – Marie/Anne</p> <p><u>4.1.10 (Other activities) Rural Skills</u> Currently awaiting Skills Development Scotland’s report to National Park before we can progress further.</p> <p>The Board discussed a re-familiarising themselves of the Directors roles and responsibilities previously covered at the July Board meeting.</p> <p>Action: Send Anna the Directors R & R slides with notes.</p> <p>Anne advised that it is important for Directors to forward any information to Marie that they think would be beneficial to other communities and can be shared via our social media and community network.</p>
<p>5. Updates</p>	<p>5.1 FCS – Gordon forwarded his apologies. Update to follow.</p> <p>5.2 National Park –</p> <p><u>5.2.1 National Park Partnership Plan</u> Anna advised the closed consultation is now being analysed. Once finalised will determine how the CP/NP SLA will go forward. Overall a good response. The NP Board will meet in December to sign off the plan before it is submitted to Scottish Ministers for the final stamp of approval.</p> <p><u>5.2.2 Camping Byelaws</u> A review of the first season has been issued to Community Councils and Development Trusts with a community survey to be issued this week.</p> <p><u>5.2.3 Your Park</u> Stakeholders will be meeting on 13 November in Brig O’ Turk in a workshop chaired by Colin Bayes.</p> <p><u>5.2.4 NP Board</u> Six new members joined in September. Board discussed the boundary area issue in Strathard (being the largest (remotest) area/ward. Similar issues in Cowal). The next elections in 2018 could result in a whole new Board. Anne advised the Board should consider one of its Directors standing.</p> <p><u>5.2.5 Wild Park</u> NP currently half way through their 2020 Biodiversity Plan (refreshed every 5 years). Currently reviewing its next priorities.</p> <p><u>5.2.6 A82</u> – Upgrade with Transport Ministers. A82 laybys – ongoing discussion over issues regarding legislation/highway byelaws for travelling communities.</p> <p><u>5.2.7 West Highland Way</u> Website under development with more information about service providers and accommodation.</p> <p><u>5.2.8 Volunteer Rangers</u> This year delivered 130 days of inspirational duties, attending events and activities.</p> <p><u>5.2.9 Volunteer Days</u> This year accumulated 180 days of volunteer work including invasive species eradication i.e. Himalayan balsam.</p> <p><u>5.2.10 Junior Ranger</u> Pupils participated from Balfron and McLaren High School partaking in a mixture of visitor engagement and path maintenance work. The NP is lowering the age of participation to allow younger people to join the programme.</p>



	<p><u>5.2.11 Visitors to the Park</u> This year saw 120k pass through Balmaha visitor centre alone.</p> <p><u>5.2.12 Cononish Gold Mine</u> A Proposal of Application Notice (PAN) has been submitted to the NP for reopening the mine.</p> <p><u>5.2.13 West Riverside Appeal (Balloch)</u> The NP is part of the development for land/decision making. Both appeals will go to the planning committee.</p> <p><u>5.2.15 Community Broadband</u> 4G connectivity – 9 telecom masts have been identified although the locations not yet known, details to follow.</p> <p>5.3 LEADER - <u>Forth Valley & Lomond</u> - update to follow separately from Susan Brooks.</p> <p><u>Argyll & the Islands</u> – Iain reported that his concerns of issues reported at last meeting regarding the LARKS online application form and communities match funding has been submitted to Scottish Government. The deadline for the last applications is December and he is hoping there will be several more applications submitted.</p>
<p>6. The Gathering</p>	<p>6.1 Preview of film – Directors viewed the first cut of the Bord Na Gaidhlig film celebrating the anniversary of the translation of the Bible into Gaidhlig.</p> <p>6.2 Update on progress – Anne advised that there were some minor additions and film footage still to be added however the film was ready to be viewed by guests attending the Gathering on 4 Nov. Anne added that film will be distributed as a learning resource via NP’s Charlie Wallace who has links with Dougal Cameron (Interim Moderator).</p> <p>6.3 Roles of directors on the day – Marie provided a quick update of timings, details and programme for this year’s Gathering. Marie has put together a directors/staff list for the day and will circulate.</p>
<p>7. Strategy for next year</p>	<p>7.1 Dinah provided a brief for how she envisaged the shape of next year’s CP strategy plan.</p> <p>Dinah confirmed that the CP had put in place a robust financial system and the Board, and partnership with the NP and other stakeholders will remain working together towards common goals. Dinah added that the CP is fundamental to communities going forward and will continue to provide support to help them feel empowered and prepared in a changing environment.</p> <p>Dinah advised that the CP will continue exploring other funding avenues to manage its activity and staff commitments, but not to ignore the added value that its Board members bring. She added that the CP needed to question what knowledge it had and how it would achieve next year’s project delivery targets by looking at gaps in service provision. The last Board meeting highlighted a number of potential projects including; climate challenge, social enterprise, asset transfer, community transport, skills gap to name a few and these should be further explored.</p>



	<p>Dinah proposed that a short term sub group is formed to build a portfolio of potential projects to fit in with; aspirations from Community Action Plans, community's needs, the NP's Park Partnership Plan and to identify potential funders.</p> <p>Action: Email all sub groups to pull together a database of active partners and what funds are available - Anne</p> <p>It was proposed and agreed to set up a Gathering working group in the new year, (separate to the membership and SLA delivery Sub Group). Directors to be confirmed. Action: Marie to set up date for first meeting next year.</p> <p>Dinah reminded the Board of the important role the sub-groups have driving the CP forward, stressing the commitment to turn up to meetings.</p> <p>The Board discussed options to entice younger families/professionals/business owners to get involved in Board activity by changing the daytime meetings to the evening. There was concern regarding rural road surfaces during winter, inclement weather and limited public transport for non-drivers. Dinah added that many business owners are put off attending meeting from loss of business and incurred costs. The Board suggested looking at alternative methods/technology to get more people involved. The board discussed that it should know more about what is going on locally, make meetings more interesting, be flexible to daytime workers, and suggested younger members bring along a buddy. Overall it was agreed that with a diverse range of projects could attract more involvement.</p> <p>Action: Board to consider trialling some late evening meeting next Summer - All</p>
<p>8. Stuart Mearns</p>	<p>8.1 Dinah welcomed Stuart to the meeting who provided his vision of how the CP and NP can work together and the vision of the NPs community development programme for the next five years. Stuart discussed some options for the CP moving forward including an increased role and bigger focus in area networks, demonstrating their benefit. Stuart suggested the CP start to visualise how the park will look in twenty years and focussing on more project delivery use this as a guide to mapping out its year by year funding available (e.g.: heritage, Active Travel). Stuart praised the CP for bringing its energy, fun and sense of connectivity and stressed this should not be lost.</p>
<p>9. AOB</p>	<p>9.1 The Board discussed tourists going on line and the impact this is having on visitor information centres after it was noted that Visit Scotland is withdrawing from the visitor centre based in Callander and the Strathfillan premises is going on sale. The NPA are finding an alternative solution for Callander, and in Strathfillan they are looking at local businesses to take on visitor information.</p> <p>The Board asked how can the NP help struggling iconic businesses such as public</p>



	houses, post office, community pubs and coffee shops. Anne mentioned a World Social Enterprise meeting in Edinburgh with field trips. Action: Anne to speak to Chris Martin at Callander Youth Project about this.
10. Date of next Board Meeting	The next meeting will be held on Thu 25 Jan 18, John Muir Suite. Meeting closed at 1635.