

**Minute of Annual General Meeting of
Loch Lomond & Trossachs National Park, Community Partnership
held on Monday 4th September 2017
at the John Muir Suite, NPA HQ, Balloch**

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| Present: |
| Alan Smailes (CP Director, Strathfillan Community Council) |
| Anna MacLean (CP Associate Director, Head of Communications National Park Authority) |
| Andrew Poulter (CP Director, Balquhidder, Lochearnhead & Strathyre Community Trust Limited) |
| Anne Docherty (Callander Community Development Trust) |
| Anne Sobey (CP Development Manager) |
| Carol Hemfrey (CP Director, Drymen Heritage) |
| Cristina Sanchez-Navarro (CP Director, Arrochar & Tarbet Community Development Trust)) |
| Dinah McDonald (CP Chair, Benmore & Kilmun Community Development Trust) |
| Duncan MacLachlan (Arrochar & Tarbet Community Development Trust) |
| Elizabeth Bain (CP Treasurer) |
| Gordon Donaldson (CP Associate Director, Forestry Commission Scotland) |
| Iain MacInnes (CP Co-opted Director, Lochgoil Community Council) |
| James Kennedy (Loch Ard Local History Group) |
| Jane Fifield (CP Director, Editor Strathard News) |
| Jim Biddulph (Balloch & Haldane Community Council) |
| Jim C Connor (Benmore & Kilmun Community Development Trust) |
| John Carruthers (Drymen) |
| Kate Sankey (CP Director, Forth Environment Link) |
| Katinka Dalgliesh (Strathard Community Trust) |
| Margaret Firth (Croftamie Community Council & Trust) |
| Maria Pollard (Arrochar & Tarbet Community Development Trust) |
| Marie Harvey (CP Support Officer) |
| Moira Robertson (Strathfillan Community Development Trust) |
| Phil Startin (Arrochar & Tarbet Community Development Trust) |
| Ronnie MacDonald (CP Director, Arrochar & Tarbet Community Council) |
| Ronnie Ross (Arrochar & Tarbet Community Council) |
| Russel Jack (Luss & Arden Community Development Trust) |
| Sheila Winstone (CP Vice-Chair, Callander Community Development Trust) |
| Susan Brooks (Development Planning & Communities Manager National Park Authority) |
| Walter Hemfrey (Drymen Community Council) |



| Apologies Received: |
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| Agnes Harvey (Blairmore Village Trust) |
| Audrey Peebles (Buchanan Community Council) |
| Ceci Alderton (CP Director) |
| Celia Burn (Co-opted Director, Kilmarnock Community Trust) |
| David McKenzie (Benmore & Kilmun Community Development Trust) |
| Iain Wilkie (Strachur Community Council) |
| James Fraser (Friends of Loch Lomond and The Trossachs) |
| Jared Bowers (Friends of Loch Lomond and The Trossachs) |
| Jean Murray (Carrick Castle Amenity Association) |
| Jennifer Freeman (Croftamie Community Trust) |
| John Pitts (Gartmore Community Trust) |
| Kelly Clapperton-Bates (Strathfillan Community Development Trust) |
| Les Earle (Strachur Community Council) |
| Lynne Kerr (Ardentinny Community Trust) |
| Netta Pitts (Gartmore Community Trust) |
| Tom Murray (Lochgoil Community Trust Ltd) |

The meeting started at: 6.30pm

Dinah McDonald was in the Chair.

| Agenda Item | Narrative |
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| 1. Welcome and apologies | <p>Chair Dinah McDonald welcomed all to the meeting. The Board and delegates introduced themselves. Marie read out the apologies received as above.</p> <p>Dinah explained the reason to bring the AGM forward from the November Gathering followed the CP Board's decision to allow more time for newly elected Directors to meet, establish the workings of the CP organisation and get to grips with budget implications. Dinah described that the Community Partnership Board consisted of a mix of elected, associate and Co-opted Directors. Dinah explained that following the changes to the CP Mem and Arts adopted at the EGM in May, Celia Burn, Iain MacInnes and Kate Sankey had since returned on to the Board as Co-opted.</p> |
| 2. Approval of minutes of previous AGM dated 5th | <p>Accuracy of minutes of the AGM dated 5th November 2016:</p> <p>Proposed: Cristina Sanchez-Navarro</p> |



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| <p>November 2016</p> | <p>Seconded: Moira Robertson</p> <p>Matters arising from minutes; none.</p> |
| <p>3.Chair's Report 1 Apr 16 – 31 Mar 17</p> | <p>Dinah opened the Chair's annual report highlighting the CP's main role and responsibility to communities is driven by a vision & mission achieved through a close working relationship and service level agreement with the National Park Authority.</p> <p>Dinah highlighted that the CP had delivered its objectives through; the Lomond and Cowal area networks, training (part external, part delivered by Development Manager Anne Sobey), the Gathering, project delivery i.e.; the Strathard Initiative and Bord na Gaidhlig (promoting 250 years of the Bible's Gaelic translation). The CP has moved to social media as its main form of communication, with the e-newsletter a focal source of information to communities. Dinah invited communities to contact the CP to provide relevant details they want to be shared.</p> <p>Dinah further advised that the CP is currently working towards integrating community ownership, land management, community right to buy, place standards, and collaborative partnerships into the Community Action Plan (CAP) process and, following contracted work with Alexandria, it is looking to establish and generate further income from other agencies and authorities for similar type work.</p> <p>Dinah thanked the staff and Board of Directors who have had a huge impact on the CP's output this year working together in their sub groups.</p> |
| <p>4. Annual Account and Treasurers Report.</p> | <p>Elizabeth Bain, Treasurer informed members present that the accounts for year ending 31 March 2017 had been independently audited by Milne Craig Accountants and approved and accepted by the Board at its meeting on 27 April 2017.</p> <p>Elizabeth advised that the accounts, once formally adopted at this meeting, will be forwarded to OSCR and Companies House.</p> <p>Elizabeth proposed that the accounts to year ending 31 Mar 17 be adopted.</p> |



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| | <p>Proposed: Andrew Poulter Seconded: Gordon Donaldson</p> <p>Jim Biddulph enquired as to why the CP had incurred bank charges and asked if this could have been avoided. Elizabeth explained the CP had had to change over to a business current account, incurring charges as a result.</p> |
| <p>5.Election of Directors to the Board</p> | <p>Chair Dinah McDonald advised that in accordance with the CP's Memorandum & Articles under article 56 (b) out of the remaining Elected Directors, one Director shall retire from each of the four geographical areas of the National Park thereby requiring that Elected Directors retire in rotation at each AGM.</p> <p>This ruling includes that no elected Director will be able to serve for more than six consecutive years, after which they must retire and will not be eligible for re-election until the following AGM or until twelve months have passed whichever is the longest period.</p> <p>Dinah advised that Elizabeth Bain (current Treasurer/Director for Cowal) and Ronnie MacDonald (Director for Lomond) will stand down as part of the six year rotation. Dinah thanked Elizabeth and Ronnie for their time on the Board. No further nominations for the remaining vacancies were received.</p> |
| <p>6. Retirement of Office Bearers and Co-opted Directors</p> | <p>Iain MacInnes, Celia Burn and Kate Sankey resigned as Co-opted directors. Dinah advised that up to 4 Co-opted Directors are allowed on the CP Board at any one time.</p> <p>Nominations for elected directors were received as follows:</p> <ul style="list-style-type: none"> - Kate Sankey nominated by Forth Environment Link Proposed: Dinah MacDonald Seconded: Alan Smailes <p>Kate Sankey was therefore elected to the board as elected director for Trossachs. There were no further nominations and there are still elected directorships available for Breadalbane, Cowal and Lomond.</p> <p>The following were co-opted to the Board:</p> <ul style="list-style-type: none"> - Iain MacInnes (Leader Argyll & Islands LAG) Proposed: Elizabeth Bain Seconded: Sheila Winstone - Celia Burn (Leader Forth Valley & Lomond LAG) Proposed: Elizabeth Bain Seconded: Sheila Winstone - Elizabeth Bain (Great Places and Bord na Gaidhlig project) Proposed: Alan Smailes Seconded: Dinah MacDonald |



7. Conclusion of AGM

Moira Robertson queried as to what was happening with the remaining funds sitting in the Apprenticeship Scheme account. Dinah advised that Skills Development Scotland is awaiting the final school report for this year. These results will determine if there will be any potential regeneration of the Skills Partnership project. It was pointed out that the CP is a delivery agency and strategic decisions needed to be made by the Park before we could continue skills work.

James Kennedy queried the income stream from SEPA for the Strathard Project. Anne advised that there was not at present any income from the Strathard Initiative but that the CP still had a marginal involvement in the project. The Initiative has now moved into the delivery phase and, following the successful conclusion of the CAP and the development phase of the Initiative, we are continuing to provide support to the community to ensure delivery of the CAP priorities.

Jane Fifield queried if the Skills Partnership could research skills gaps in the Park and suggested this meeting would be a good opportunity to discuss this with other members in the Park area. Kate advised that the CP's Business/Apprenticeship scheme was born through a lack of skilled and trained trades in the Park. Kate advised that the funding for this project came from the construction business sector, and relationships with businesses in the park required extensive nurturing. Kate added that continuation funding had been and still is a problem, plus the Modern Apprenticeship climate had changed over time.

Dinah thanked all for their attendance today. The meeting closed at 7pm.