



**Minutes of Board Meeting
of LLTNP Community Partnership
Held on 26 April 2018
Robert Grieve Suite, Carrochan, Balloch**

Present:
Dinah McDonald (Chair)
Sheila Winstone (Vice Chair)
Elizabeth Bain (Director)
Gordon Donaldson (Associate Director)
Iain MacInnes (Co-opted Director)
Alan Smailes (Director)
Andrew Poulter (Treasurer)
Jane Fifield (Director)
Anne Sobey (CP Development Manager)
Marie Harvey (CP Support Officer)
Fiona Jackson (National Park)
Apologies:
Anna MacLean (Associate Director)
Ceci Alderton (Director)
Carol Hemfrey (Director)
Cristina Sanchez-Navarro (Director)
Kate Sankey (Co-opted Director)
Susan Brookes (National Park)

The meeting started at 1.30pm:

Agenda Item	Narrative
1. Introduction and Apologies	<p>1.1 Welcome from the Chair Dinah welcomed the Board and introduced Fiona Jackson standing in with updates from Susan & Anna. Apologies: Anna, Ceci, Carol, Cristina, Kate & Susan.</p> <p>Dinah acknowledged that today's meeting was Gordon's last before he retires from FCS. The CP Board presented Gordon with a farewell gift.</p>
2. Approval of minutes of Board Meeting, 25 Jan 18	<p>2.1 Accuracy: Action: Nil amendments to the minutes required;</p> <p>The minutes were accepted and Proposed: Alan Seconded: Sheila</p>



	<p>2.2 Matters arising from minutes.</p> <ul style="list-style-type: none"> - Item 5.3 Action complete – Anne has replied to FV&L Leader with the CP Boards decision and explanation, thanking them but declining their invitation to join the LAG. - Item 4 Action outstanding – No response to the Village Hall survey from Buchanan Memorial Hall and Kinlochard Village Hall. Action: Email survey for KVH to Jane for intervention. - Item 6 Projects – Sheila advised that the Callander Landscape Project has a Gaidhlig strand. Following Anne's discussion with the NPA Gaidhlig committee, they have advised us that the resources produced from CP Bord na Gaidhlig project will be circulated to schools in the NP. Action: Forward BNG web links to Strathard Community Trust (cc. Jane).
<p>3. Sub Group Reports</p>	<p>3.1 Sub Groups</p> <p>i. Finance & Human Resources – Updates includes finance report ending Q4 (31.3.18). Finance forecast report & Live Spend overview circulated. Andrew presented the Draft Accounts to the Board and advised that he will be meeting with Elizabeth to complete them. Andrew advised that the 3 week delay between receiving bank statements & dates of Board meetings is impractical for reconciliation. The CP starts this financial year with £26k and a £51k shortfall (SLA).</p> <p>Andrew advised that BACS banking for staff wages after a lengthy and torturous process is now up and running. Andrew advised that he had written a letter of complaint to the Bank following confusion at their end. At the last Board meeting it was discussed that both CP Bank accounts be merged. Andrew advised that the Treasurers account had been closed and its £25k balance transferred into the current account. This will result in a saving of £5 interest per month.</p> <p>A Bureau will be used to pay inland revenue. The employer's pension payments are currently in arrears but in hand. Employees' pension has increased 2% from 1% last year to 3% this year; the Board agreed to increase Marie's salary by 1% to offset this. Anne declined the offer of a 1% salary increase. Current SLA only covers staff salaries with £200 surplus.</p> <p>A meeting with Strathard Community Trust is scheduled to discuss how</p>



the ring fenced SNH £10k will be spent.

ii. Development & Project

1. Climate Change: Reps: Cristina, Dinah, Elizabeth, (Anne, Marie)).
Notes circulated from scoping meeting on 20 Feb.
Anne advised that all CAP's have elements focussing on dealing with Climate Change and there is an opportunity to explore the NP as a 'single use plastic' free zone; funding available from the Robertson Trust for this and other funding available for larger projects. Anne advised that 'The Gathering' paper outlines a proposed theme for this year 'What could our park look like in 2050?' – identifying and exploring Green Village Status.
Board discussion: FCS is looking at other green issues and their objective is focused on carbon reduction/planting programmes/woodland creation. The CP needs community support to gather momentum. Fiona advised the CP identifies where to plug the gaps with other agencies before funding dries up. The group also suggested a 'park wide' Big Clean-up project – not only tackling marine but also Lochside litter.

Timescale proposals; Paper indicating key partners and way ahead to the Board in July.

2. Transport: Reps: Sheila, Alan, (Anne)
Notes circulated from scoping meeting on 1 Mar.
Anne advised that she had met with Gartmore and a meeting with Strathard Community Council was scheduled in May to discuss rural transport. She also met with the Patient Action Group in Killin and will maintain links with them. Anne identified FEL (Forth Environment Link) Active Travel Funding as a perfect partnership to deliver local community transportation solutions. Anne advised that the CP role could potentially be a coordinating agency. Discussion entailed more skills development and delivery support to people who need to get to work and for young people in higher education, which would hit many funders' objectives. Callander Youth Partnership (CYP) is in the catchment. Jane suggested exploring coordinated car sharing in rural areas, and insurance incentives for young people to drive electric cars. Anne highlighted a social enterprise run community transport service in the Western Isles as a successful pilot model.



3. Social Enterprise Reps: Kate, Jane, Dinah, (Anne and Marie)

Notes circulated from scoping meeting with David Bryan, Social Enterprise Academy (SEA) on 7 Mar.

Anne advised that following that meeting the general feeling of the Board is to go ahead with the proposal for an SEA hub in the park. Anne added that she is aware that there will be potential legacy 'Year of Young People' funding, and this could be used to incubate young entrepreneurs in the NP. Sheila added that CYP will be running a series of events as part of the proposal for Callander to be the first social enterprise town in Scotland.

Action: Anne set up meeting with Chris Martin (CYP) to discuss.

Anne referred to the Cairngorms delivering enterprise training which is funded by HIE; Anne added that in addition to £25K from SEA for a LLTNP hub, the first year would be securing tutors and running courses to generate income which will cover costs to run training the following year. Anne suggested the board look at a trading arm to protect the CP charitable status, and will present a proposal to the Board at the next meeting. She added this will require input and ideas from the board to make it happen. Anne advised that social enterprise is the vehicle in our SLA and whilst HIE has a commitment to community development, social enterprise training in Argyll & Bute is free. Jane suggested offering discount benefits to CP members completing enterprise courses. Fiona suggested the Board also think about developing a partnership with West Dunbartonshire Council to deliver training in deprived areas.

4. Village Halls Reps: Marie, Anne, Fiona (NP), Emma (NP)

Anne provided an update to the event scheduled 27 Jun. Anne advised of the staff hours allocated. Fiona confirmed that there has been plenty of interest from halls and partners, and two venues are being explored, the first being Three Villages Hall, Arrochar. Village halls out with the park but within the Stirling and Argyll & Bute council areas have been invited hoping to bring in new people. Board unanimously agreed to run the event.

Action : Check availability of 3 Villages Hall - Marie

Action: Extend invitation

Action: Invite Board Members to facilitate



	<p>3.2 The Gathering – paper circulated.</p> <p>Marie advised that the paper outlined the proposal for this year's event and requested the board consider and approve the overview, theme, date 27 Oct and venue. Anne advised that following discussion with Alison Cush, Charlie Wallace at the NPA there is potential for the event to be co-designed around young people. Anne proposed to the board that the AGM be held separately in September so that the Gathering can be more focussed and an opportunity for active networking.</p> <p>Anne advised that the Scottish Rural Parliament (SRP) is being held in November and there is the likelihood that the CP will be asked to organise a local SRP event, theme covering 'post Brexit'. The opportunity for good speakers on climate change, rural transport, young people, and social enterprise could all be a hook for the AGM. SRP will contribute £500 to cover event costs.</p> <p>Action: AGM date to be confirmed and circulated - Anne</p> <p>Action: Present Sub-group papers at least one week before board meeting. Download to one-drive or drop box to give everyone access - Marie</p>
<p>4. Q4 Report</p>	<p>4.1 Anne provided the Board with an interim progress report since the last meeting in January and a summary of all the CP's key achievements and outputs since then. Paper circulated.</p>
<p>5. SLA & Workplan</p>	<p>5.1 SLA Schedule Part 1 circulated.</p> <p>Anne advised that the CP will meet dates and delivering the schedule is achievable. Anne added that the breakdown of staffing hours have been allocated to meet its objectives with some of Anne's hours ring fenced for the launch of Gartmore and Lochgoil CAP's; the decision for any additional hours of Anne's to support their delivery plan's is to be made by the CP Board and the NPA heads.</p> <p>Anne noted the NPA's two day deadline given to the CP to consider the SLA was given to make the payment before the end of the last financial year; however as a result no CP budget was requested. Whilst not an SLA issue, Anne advised she anticipates an under budget with the CP's travel</p>



	<p>costs, less than last years.</p> <p>Sheila suggested to the board that given the tight budget the Board consider not running this year's Gathering but focus on more project delivery and securing funding.</p> <p>Anne advised that the Gathering is built into the current SLA schedule, but should be more 'outward' looking, and this event be externally funded. Anne added that the Gathering is also the key to 'climate change' and will make funding applications more valid, plus it not only looks at its existing members but look to gaining new and existing support to evidence project delivery.</p> <p>The Board discussed the board consider the CP's longevity and role. Anne advised that the CP demonstrates that it is 'outward facing' and potential projects are all CAP outcomes; rural transport, renewables, social enterprise. Fiona suggested measuring the CP's impact through its website and social media analytics. Iain confirmed that the CP plays an important role in area networks as outlined in the SLA. Elizabeth highlighted that if they weren't aware, Board members should have their local CAP's available to refer to at their respective area networks.</p>
<p>6. Updates</p>	<p>6.1 FCS</p> <p>Gordon provided his final interim progress report since the last meeting. Rowardennan - Spring survey of the Larch complete, and felling begins next March. Ardgartan – no applications to the recent advert for building lease, and discussion for its use is ongoing with local groups. The café at Aberfoyle lodge is undergoing a selection process for a new provider. The purchase of land by FCS along the A83 Rest & be thankful has been delayed and so procurement of fences and tree planting will go ahead in 2019/2020. In Ptarmigan, minimal tree planting is taking place due to a huge seed source of native species. A Forestry Bill has now been passed and FCS will officially change to 'Forestry and Land Scotland' next year, undergoing a rebranding exercise. A new CEO for the FCS restructure will soon be announced; meanwhile Treffor Owen will stand in the interim.</p> <p>6.2 National Park</p> <p>Fiona gave an update announcing that; the National Park Partnership Plan (NPPP) had been officially issued; an update on camping in the park and local elections for Board members will take place in July. Fiona announced the Callander Landscape Partnership had secured £1.4m</p>



	<p>funding with half £800k achieved through match funding. Fiona advised the NP had been successful in a legal access battle in Aberfoyle and separately an agreement with Rural Stirling Housing for affordable housing in Balmaha had been achieved. Meanwhile the NPA's Year of Young People Action programme was up and running and the NPA Grant Scheme will be launched next week; the criteria for applications to meet with the outcomes in the NPPP. Fiona advised that available funding for communities including the Scottish Government Rural Infrastructure fund and Sustrans had been announced, and Directors should keep their eyes open for the Planning reform bill to come out in Autumn.</p>
<p>7. LEADER Update</p>	<p>7.1 Argyll & the Islands – Iain announced that two new staff members had been employed. Their LAG has so far received 14 interest applications and they have two meetings scheduled on 6 and the 24 Jun. Iain advised that there remains only 18 months until the end of the funding.</p>
<p>8. AOB</p>	<p>8.1 None.</p>
<p>9. Date of next Board Meeting</p>	<p>9.1 Dates for the next Board meetings. As agreed are as follows:</p> <ul style="list-style-type: none"> • Thu 25 Oct 2018 1.30-5pm (Robert Grieve Suite, Balloch) • Thu 24 Jan 2019 1.30-5pm (Robert Grieve Suite, Balloch) <p>9.2 Other CP events for your diary (post meeting):</p> <ul style="list-style-type: none"> • Thu 20 Sep 2018 6pm tbc (Robert Grieve Suite) – AGM & Scottish Rural Parliament • Sat 27 Oct 2018 All Day (3 Villages Hall, Arrochar) – The Gathering <p>Meeting closed at 1655.</p>