

Portree and Braes Community Trust

Meeting of The Portree and Braes Community Trust Board – 26 March 2024 at 7pm at Jans Board Room, Portree

	Item	Minutes	Action Points
1	Welcome, Introductions Apologies	<p>Present: Trustees: Calum Matheson (Chair), Peter Urquhart (Vice-chair), Duncan Brown (Treasurer), Neil Campbell, Pamela Simmister, Ross Cowie</p> <p>Staff: Fiona Thomson (Development Officer), Iona MacDonald (Finance and Administration Officer)</p> <p>Guest: Roger Liley (National Parks Consultation)</p> <p>Apologies: Trustees – Tiffany Maberley, Annmarie Campbell, Graham Smith, John Boyd, Lorna Cormack (Secretary), Irene Deplano</p>	
2	Adoption of Minutes	Approved. Proposed: Neil Campbell Seconded: Pamela Simmister	
3	[Agenda Items]		
3	Check in / good news stories / updates etc	<ul style="list-style-type: none"> • Pamela Simmister reported that, following discussions with Gatherwell in regards to running a local lottery for fundraising purposes, it was apparent that this particular model was not suitable for PBCT. The Gatherwell model was a large national draw with minor local draws and not a locally-exclusive model. Pamela had spoken to Heckie Cormack and Charles McCrimmon at UHI NWH who thought that they could come up with a software design to provide a local service. All agreed and felt it would be more advantageous to pay for a local co-ordinator if the idea is taken forward. • PCCA – the Centre are creating a secure area for the Post Office service. Bookings are strong and finances are good. It is now looking like a more viable proposition, standing on its own two feet. 	PS to progress
4	Volunteer / Employee headlines	<ul style="list-style-type: none"> • Bill Edgar had sent a thank you note to Fiona for his gifts on his retirement from the Trust. • Alec McLeod had been recruited to the KGV role 	
5	Issues	<ul style="list-style-type: none"> • The Allotments Group were concerned that they would now be without the input and support of a project officer (see above) and had requested that they might retain the 	

		<p>services of Alec McLeod for another 6 months to complete projects and gain further funding for a replacement. The Trust had concerns that the KGV officer would be fully employed on his contracted work with KGV and Camanachd Square and would not have capacity for additional hours with the Allotments. It was expected that the volunteer committee would be able to take on a good deal of this role. For information, all plots had now been taken and shelters erected, and the Portree High School OWL/young forester educational project was progressing.</p> <p>RECOMMENDED that AMcL/PBCT continue assistance for one month and take a decision on how to proceed at the next Trust meeting.</p> <p>National Park Reflections – Roger Liley commented that the final report from the consultant had now been circulated (link below) https://www.portreeandbraes.org/files/ugd/3437dd_a332b247cb654c4087e60d1b01771bd6.pdf</p> <p>And suggested that there were a number of lessons to be learnt from the experience.</p> <ul style="list-style-type: none"> • Such a short consultation period • No lead time • Look at recruitment process – appointment of recruitment group, design of consultant’s brief • What are the expectations from the process and from the report • There may be other opportunities coming up in the future, of a similar calibre. <p>Duncan Brown pointed out that PBCT’s involvement in the process was purely as a facilitator/conduit for the payment of the consultant and was carried out as a favour to Highland Council, and suggested that there were other organisations who may have been more suited to the role, e.g. SkyeConnect. It was unfortunate that the press had picked up on the Trust’s involvement and had magnified the role in reports. Calum Matheson commented that further requests of this nature would be considered very carefully.</p> <p>Events/Personal Licence Holder Training</p> <ul style="list-style-type: none"> • Personnel would be required for the upcoming Ros T album launch on Sat 13 April. 6 bar staff and 10 stewards required. PU would supply the bar. DB would be the licence holder. A First Aid Team would be required. There may be a need to appoint a formal licence holder for the Trust for future events and training could be available locally. Licenced 	<p>Add to Agenda for next meeting on 14 May.</p> <p>No further action required.</p> <p>FT to call for volunteers. First Aid team to be requested.</p>
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6	Development Officer Report	<p>FT provided an overview of the Development Officer Report. The treasurer’s report has been detailed in the DO report. The following points were raised:</p> <p>The outstanding claim from HIE of £13k towards the Development Officer post has now been received.</p> <p>Duncan Brown requested that claims for each project officer should be made to the relevant funding bodies by the end of May.</p> <p>FT’s workplan was approved.</p>	<p>POs to make early claims.</p>
8	AOCB	<ul style="list-style-type: none"> • Helipad – Calum Matheson volunteered to accompany Neil Campbell for a walk-round inspection. Additional funding for improvements to be sourced. • Siting of Playpark benches – Fiona is dealing with this item. • Pier Toilets – the Trust had been presented with an electricity bill from THC for the toilets which appeared to date back to their initial installation. These toilets are a vital service for fishermen, cruise boat passengers, tourists, etc. HOLD pending clarification. Fiona to speak to Harbours Superintendent, David Seddon. • Skye Community Response - The following resolution was passed unanimously: That the Trustees of Portree and Braes Community Trust approve the making of a £6000 donation 	<p>FT/All</p> <p>FT</p> <p>FT</p>

		<p>from the Skye Community Response account towards the additional expenses and administration costs of Lucky2BHere, in recognition of their early response to the Covid pandemic of 2020 prior to the management of the Response being taken over by Portree and Braes Community Trust. It is acknowledged that although the remaining SCR funds of £39,000 have been transferred to a separate bank account, the Trust has a responsibility to oversee the management of the fund as the funds originated in their account.</p> <p>Approved by Calum Matheson, Duncan Brown, Peter Urquhart, Pamela Simmister, Neil Campbell. Ross Cowie was excused from this discussion.</p> <ul style="list-style-type: none"> • Work Experience – a request had been received from The Highland Council to provide a work experience placement for a young person (1 – 2 hours per week initially). This was approved. 	IM to transfer £6000 to L2BH
9.	DONM	14 May 2024 at 10am at Jans. Tea/coffee and breakfast rolls to be available.	FT to book room.
10.	Close	Chair thanked all for their attendance and closed the meeting.	