The Dornoch Area Community Interest Company

Company Registered in Scotland: Registration No 327565

MINUTE OF DIRECTORS MEETING 13th June 2017

Present Joan Bishop (JB), James Dillon (JD), Neil Hampton (NH), Alison MacWilliam (AM), Jim McGillivray (JM), Gordon Sutherland (GS)

Attending Christine Callingham (CC)

Apologies: Jacqui Hamblin (JH), Anne Coombs (AC) and Lynne Mahoney (LM)

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| **Item** | **Point of Information/Discussion/Decision** | **Action** |
| 1. Minute of Meeting 05 May 2017 | Proposed AM, seconded JM |  |
| 1. Matters Arising not covered elsewhere | a. BRIG – Golf Club has offered to help with the insurance of the equipment but not the maintenance. They are more optimistic that due to a change of personnel in the Highland Council there is a way for the equipment to be purchased via this route. DACIC have submitted a letter of support to the Highland Council.  b. Bank of Scotland Closure – From the letters sent to the BoS and the FCA only the latter has replied and the phrasing of the letter suggests that may investigate further. The BoS are investigating where they can park their mobile branch. Highland Council requires a permit if business is conducted on their car parks – JM will report progress. BoS are looking for their branch to be in Dornoch several days a week for several hours a day. It was DECIDED to wait until the next meeting to see if we get a reply from BoS before the next course of action to be discussed. In the meantime the petition that was started by prospective Highland Councillor, George Gunn, is to be sourced. The Visitor Centre has been suggested to BOS as an alternative location for the cash machine. | JM  JB |
| 1. Membership & Stakeholder applications | None |  |
| 1. 2017 Year Plan | a. Whisky Festival (Food & Drink) – Programme contents still being developed although Stephen Rankin (Director of UK Sales at Gordon and MacPhail) will be the VIP for the festival. The Golf event will be the David Urquhart Memorial with Stephen and another descendant of David Urquhart participating. Lou Rollason is working on the event and the programme. Michael Hanratty will have a NC500 themed table for whiskies present on the route, thus getting our local distillery products at the festival even though there is no official presence from them. Dornoch Castle Hotel has put together a big raffle prize of three days car hire and three days Dinner, B&B. There are lots of extra food and drink tables planned for the main tasting, with Toulvaddie Distillery the latest to ask to come along.  b. Visitor Centre -  i. Numbers are up, as are those in all major businesses.  ii. Meeting with Todd Warnock. TW has agreed to match the £5000 remaining in the Courthouse fund. This will allow us to plan for the future. We had intended to follow VS pattern, opening on 4 hours on Saturdays June & September and 7 days July & August. However we agreed to trial 7 days in May with weekend opening 11am to 3pm and numbers have been good. To do this throughout the summer will cost £876. If we were to extend weekend opening to 10am to 4pm this would add a further £952. We will monitor numbers and discuss as the next meeting.  c. Business Group membership - £23k invoiced. Attic Salts Eco Emporium have asked to join. They have a pop up shop for renewable furniture for the summer, which will be where Scots Corner was last year, next to the bank.  d. Developing cruise liner market – We are getting more information from the ground handlers regarding actual times for the buses so the ambassador can be present when they arrive. Quote for drone filming of Dornoch at £1200 seems reasonable for a professional company. JB to follow up with HIE for funding. NH is attending the Port Authority stakeholder meetings on behalf of DACIC and the Golf Club.  e. Pensions – JB and GS to get together and draft the letters.  f. Month by month plan – In July we have the Book Fair and Agricultural Show.  g. Donald Ross leaflet – approx. 2 hours work left to finish the leaflet once final queries answered by AC.  h. Pictish Trail leaflet – Anne Coombs has to gather information for Jerry B.  i. Dornoch Leaflet 2018 & Bedroom folders – Joan Bishop has some work to complete.  j. Rosamunde Pilcher – AM to read “Winter Solstice” and report on what areas it highlights in Sutherland and possibilities for a trail.  k. World Host – Course set for 14th June has been postponed as only 2 businesses sent staff (Golf Club and Rhives) so the networking element, which all felt was an important part, would not happen. It will be set up for late 2017 or start of 2018 season. We will also revert to David Stewart for provision of the course at the Caithness Chamber recommended supplier changed the deal we were offered and the subsidy was less than David Stewart had offered. In order to retain WH accreditation staff already trained. just need to do a customer service course, and not the WH course again, so we could put them on the Dornoch Ambassador course. | JB & NH  JB & GS  JerryB, AC  AC  JB  AM |
| 1. Financial Statement | Just under £20k unallocated reserves. Of the £23k invoiced to business group members £11k has been received (to end of April). |  |
| 1. MDO Report | No report as LW is visiting her mother and putting together future postings for later in the year as she will off in maternity leave. The social media is giving better results than the website, with the business of the day proving very popular with followers. | LW |
| 1. Date of next meeting | Tuesday 11 July 2017 at 7pm, RDGC |  |
| 1. AOCB | a. Google Site Search will be closed on 1st April 2018 – Purple Frog have offered to install an alternative for £915 or reinstall the old wordpress search facility for £250 (both costs are staff time, no cost for the search facility). It was DECIDED to find out their lead in time to do the work and leave this until nearly the Google search closure.  b. Tax Free Shopping & Cash Refund Centre opportunity – Michael Hanratty is leading on this and invited other businesses along for the presentation. Further information to be reviewed at the next meeting.  c. Tesco Shopping Bags – The cash they collect by selling the bags is intended for local good causes but it appears that the Tain Branch require more to apply for funding. Suggest to the Hogmanay Street Party and the Fireworks Display.  d. Project Sweep – A small group of local people have met to try and take forward a community building on the middle portion of the abattoir site that will be a curling rink from November to March and a venue for the remainder of the year. Those involved include Gordon Sutherland, Richard MacKenzie, Scott Lyon and Neil Hampton. As curling doesn’t pay on its own ideas have been discussed with most local groups as to potential uses for this building – weddings, theatre, music, exhibition, conferences, fitness centre, retail, bar. There are several different funding sources i.e. Big Lottery, Sports Scotland, World Curling Federation, Crowd Funding, SSE. Discussions are at an early stage.  e. Liz Howard from the Scottish Land Fund has sent a link to the awards programme [http://www.surf.scot/surf-awards/](http://www.surf.scot/surf-awards/%20)  and suggested we apply. AM has agreed to review and report back.  f. JM reported that the Sports Centre tenders are out and hopeful that a contractor will be appointed. | JB  JB  AM |

Meeting closed at 8.16pm. The DONM is Tuesday 11th July @ 7pm at RDGC.

These minutes were prepared by Neil Hampton on 13th June 2017.