



Minutes of the Meeting of the  
Helmsdale and District Development Trust  
held on the 19<sup>th</sup> February 2015  
In the Community Centre

<b>ITEM</b>	<b>ACTION</b>
<p><b>Creative Place Awards – Seating <i>ongoing</i></b> (Creating seating around the Community made from recycled materials, there is a joint application of £4700 with Timespan for this project.). PH said that he thought that the artist had been appointed and that it would be announced shortly. Jean Sergeant said that that was her understanding but she would check.</p>	JS
<p style="text-align: center;"><b>LDO REPORT</b></p> <p><b>HOUSING</b></p> <ol style="list-style-type: none"> <li>1. To date received the first 2 payments from AHS for the rentals as per agreement.</li> <li>2. As identified in the handover site meeting in December 2014, the outstanding defects will be completed before end of March 2015 – awaiting confirmation from Architect of actual dates from MM Miller.</li> <li>3. With regard to the finance package from Triodos, we have opted for a fixed rate of 5.808% for 10 years, including the first 2 years interest only payments.</li> <li>4. This equates to a repayment of £726 pcm for 24 months – with rental income of £1,113.12 pcm, balance of £387.12 over 24 months = £9,290.88.</li> <li>5. From month 25 onwards repayments increase to £986.13 – with rental income increasing year-on-year by 3%.</li> <li>6. Year 3 repayment total £11,833 – Rental income £18,564 – minus AHS fees = £2,944 per year surplus for sink fund.</li> <li>7. We have had a response from the First Minister, reading the official opening of the houses – unfortunately, pressures of the diary means she cannot attend. However, the Housing Minister, Ms Margaret Burgess will be attending in her absence – date for the official opening will be Monday 20<sup>th</sup> April 2015.</li> <li>8. I have contacted all associated with the project, to give heads up and preparation of a small press release for inclusion in HDDT PR</li> </ol> <p><b>FILLING STATION</b></p> <ul style="list-style-type: none"> <li>• BLF have intimated that the pre-development fund application is okay, however, they have provided another form for guidance, in relation to the split fees of the design team.</li> <li>• I have had to go back to the Design Teams and have them adjust their costs accordingly.</li> <li>• I will have this by Monday and will re-submit. BLF will release the funds on or just after Wed 4<sup>th</sup> March.</li> <li>• The engineers have been provisionally booked in for 3 dates, which we will appoint them formally after BLF have confirmed the funds.</li> <li>• I have also included a 10% management fee covering the design team costs, as well a costs for undertaking the update of the community consultation – these have been accepted</li> </ul>	

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<p><b>BROADBAND</b></p> <ul style="list-style-type: none"> <li>• Our SECOND CBS development manager has also left the organisation, and the project is now sitting with Alastair Nicholson (head of CBS) in the interim.</li> <li>• The consultants have been appointed to undertake the boots on the ground survey</li> </ul> <p><b>GORDONBUSH</b></p> <ul style="list-style-type: none"> <li>• Steering group for the apprenticeship scheme has moved things forward at pace, and the scheme will start recruiting in May/June. The scheme will last for an initial 3 to 5 years, and match funding will be sought from SSE SDF in the Autumn – very positive.</li> </ul> <p><b>WAR MEMORIAL</b></p> <ul style="list-style-type: none"> <li>• CWMT has been in touch, steering group meeting planned for next week. They are requiring further information and a more detailed photograph survey to be undertaken. Also waiting for feedback from THC reps.</li> </ul> <p><b>COMMUNITY TRANSPORT</b></p> <ul style="list-style-type: none"> <li>• On reflection, over the past month it has become apparent that HCT are in need of further support, as they have been invited to take part in a Sutherland wide Consultation with THC and other CT groups, with the view to tendering for council services, with the aims of tHC saving monies. I therefore suggest that we continue support until the end of June 2015</li> </ul>	
<p><b>HOUSING FINANCE</b></p> <p>The following proposals were submitted for utilising the surplus monies in the sum of £33846.54 :</p> <p>Proposal 1. To allocate and ring fence £6K per annum for three years, to cover management fees for Albyn/plots/legals.</p> <p>After a general discussion, KS suggested that it should be £10K per annum for two years. This was proposed for adoption by VG, and seconded by KS. This was unanimously agreed.</p> <p>Proposal 2. A further suggestion for the balance of £13846.54 was made to ring fence/sink fund for capital replacements. KS suggested that these monies be placed into a savings account under the Trust's name, and this was proposed by KS and seconded by JS. This was unanimously agreed, and may be revisited at the next meeting.</p>	

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<p><b>COMMUNITY COMMUNICATIONS</b></p> <p>PH said that he not produced the Newsletter as he felt that when further news was received on the Filling Station application and to include a bread on the formal housing opening. <span style="float: right;">Agreed</span></p> <p>PH continued by asking if Natalie Sutherland could use part of the meeting minutes in her dissertation (minus anything confidential etc). <span style="float: right;">Agreed</span></p>	
<p><b>KITCHEN GARDEN <i>update</i></b></p> <p>RE reported that they had heard back from the Climate Challenge fund and, because the HKG did not yet own the land, would not grant funding. However, if the HKG could get the purchase of the land moving forward before the 11 March they would re-consider but this still does not guarantee an award.</p> <p>A discussion followed on the option of the Trust purchasing the land on the Community behalf and leasing it to HKG. But as the land is zoned for Amenity use only alternative uses for the land were limited.</p> <p>An alternative funding option would be to scale down the project and apply for a Gordonbush Strategic grant, this was in two stages and if approved it would be the end of May 2015.</p> <p>PH said that he would email the application / business plan to RE</p> <p>It was agreed that the HDDT could send a letter of intent to purchase the land on the proviso that the Climate Challenge fund was awarded. Proposed Ronald Sutherland and seconded by Rona Ellis.</p> <p>PH said that the HKG had a commitment from a Community Group to purchase all the fruit and vegetables produced and to sell the surplus on line.</p>	<b>PH</b>
<p><b>AOCB</b></p> <p><b>Community Energy Scotland proposed visit.</b></p> <p>PH said that the Feldheim community energy project was very well advanced, and that he felt that on consideration, it represented a project for the future. After discussion, it was agreed to concentrate upon current projects.</p> <p><b>AGM Date</b></p> <p>PH asked that the date for the AGM be agreed. KS indicated that the accounts would be ready in time for the preferred date of 23 April. This date was unanimously agreed</p>	<b>ALL</b>

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<p>.</p> <p><b>DIARY DATES</b></p> <p>24/02/15 – HISEZ working lunch.</p> <p>04/03/15 – Open day, biomass project. PH said that he would be attending, and invited other board members to attend..</p> <p>17/18 March – CARES conference, Stirling. PH informed the meeting that he would be attending the second day, and that any board member also wishing to attend should contact him directly.</p> <p>19 March – HDDT Board meeting. Apologies already received from KS, RS and RE.</p> <p>There being no further business, the Chairperson thanked all present for their attendance, and the meeting drew to a close at 20.50.</p>	