



## Meeting Minutes

Held at: No. 14, The Square, Rhynie

Date: Tuesday 16 December 2015 8pm

Present: Mike Davies, Averil Stewart, Debbi Beeson, Diane Mathieson

Apologies: Colin Neesom, George Beverly

### Action:

#### 1 Welcome

- The group welcomed Diane Mathieson who had been asked along to see if she would be in a position to assist us and perhaps join the board.

#### 2 Leader funding

- Averil advised that we had received an email from Alasdair Cunningham on 14 Dec 2015 in relation to the Leader Funding, asking if the group felt they would be in a position to meet the requirements for funding by 29 January 2016. The group agreed that we felt that we would be able to meet this target and Averil will confirm to Alasdair that this is the case.
- Averil will review the forms received and complete the relevant details. Where figures have been asked for – will liaise with Diane to make sure these are correct.

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#### 3 Scottish Land Fund letter – next steps

- Letter has now been received from Scottish Land Fund, but this does not detail the full reasons for the funding being rejected. Averil to circulate the letter by email and write to David Knight (our funding officer) to request the full assessment report to see what areas we need to improve on in the Business Plan. It would appear that they felt the risks were not significantly addresses and we need to look at this before applying for other funding.

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Complete  
17/12/15

#### 4 100 Club – agreement on rules

- The 100 club rules had been circulated earlier in the day and there were just a couple of minor changes that we felt were required. Averil had already added in Colin's suggested changes. Mike has reviewed against some other 100 Club rules and has suggested a couple of small changes just to make it clear how much will be paid out each month. Averil to make the changes and circulate again for final approval.
- Averil to then complete the forms to Aberdeenshire Council as soon as possible.

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#### 5 Hogmanay Party

- Tickets for party are selling well – we have sold around 60 so far by only really advertising on facebook and to RCT members in the recent update on the hotel. Averil has created posters for the event and will put to corner shop, Hotel and notice boards.
- Averil has also created some flyers to go through the doors and is looking to get these out as soon as possible to see if we can sell the remaining 60 tickets. Entry to the hall is by ticket only, so where possible we need to get

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Rhynie Community Facilities Development Charitable Trust  
Company registered in Scotland: SC309832  
Registered office: The Cottage, Cottown, Rhynie, Huntly, Aberdeenshire, AB54 4LX  
Charity registered in Scotland number SC037455



LOTTERY FUNDED



MARR  
AREA  
partnership

the monies in advance.

**6 Update on Hotel**

- Hotel will be closed from 2 January 2016 onwards. John and Sheila have confirmed that they will keep in touch in terms of their plans and that they will renew the liquor licence on a quarterly basis so that we have no difficulties should we raise the funding in time

**7 Updates to Website – Mike**

- Mike had been reviewing the website and felt that we needed to add some legal information on there, which we have all agreed. We discussed whether or not we should Register with the Information Commission at a cost of £35 per annum. Mike will look into and see what benefits (if any) we would get from doing this. **MD**
- Mike has created a new mailing list for members using Mail Chimp which is a type of email software. This is currently free for the number of emails that we will be sending.

**8 Companies House Updates – removal of Anne and Kate following resignations**

- Averil confirmed that Anne Lyne and Kate Hunter have now been removed as Directors from Companies House following their resignations on 2<sup>nd</sup> and 3<sup>rd</sup> December. As discussed at last meeting Colin Neesom has been co-opted on until the AGM at which time he may wish to stand for election as a full time director.

**AOCB**

- Mike to phone Tudor Trust for a progress report on our application. **MD**
- Mike had circulated an email around changes to the Articles and asked if we could all have read and see if we are happy with the changes. If we are I believe the next step is to ensure Companies House and OSCR are happy with the changes and then the members – either by way of EGM or AGM. **All**
- After sitting in on the meeting Debbi asked Diane if she would be interested on coming on board and she has agreed to do so – perhaps not as a board member, but she is happy to assist with finances, form filling, investigating funding available. Diane has also advised that wherever possible she will attend the meetings.

Date of next meeting: