



Agenda 7.30pm 28 February 2023 via Zoom	Person(s) Responsible	Minute	Papers	Actions
Welcome	CR	Everyone welcomed to meeting held via Zoom		
Apologies	CR			
Present		Cathleen Russell, Kirsty McLuckie, Sara Maclean, Chris Leigh, John McNaughton, Fiona Hamilton		
Declaration of Interests		No additional interests declared.		
Minutes of Previous Meeting	CR	Proposed: KM Seconded: SM		
Matters Arising		Community newsletter. Received by printers first week of January. They printed the wrong file (previous newsletter). The latest has just been received and volunteers are sought for delivering to every household.		
Election of Office Bearers		Chair: Cathleen Russell (having stood down) proposed: FH. Seconded: KM. CR has stated she will not be available for many meetings this year. Vice Chair: John McNaughton. Proposed: SM seconded: CR. Sara Maclean. Proposed: JM Seconded: KM. it was decided to make this a shared post to share the workload Treasurer: proposed: CR. Seconded: SM Minutes Secretary: Fiona Hamilton proposed: CR. Seconded: JM Company secretary: Amber Llovet		

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Admin Report	AL	<p>Income and expenditure reports</p> <p>Dec exp £4251.13. Income: £32 Balance: £6163.44 Jan exp £1482.74 Income £1. Balance: £4681.70 Feb exp:£21988.46. Income £56214.00 Balance: £38907.24 CoL payments £17400 paid out to date. Any unspent money will be repaid to CMWFT</p>		
Stronafian Forest		<p>No report this month.</p> <p>Charlie Collins to be asked to resume ten hours per week for maintenance, to be paid through Prince's Community Fund for polytunnel development.</p> <p>Extensive work is being done in forest that the board has not been made aware of. Stakis is to be contacted to clarify what they are doing and to send a report to CGDT. This will be checked against the LTFP. Stakis will be invited to attend a meeting. JM & SM are reviewing Forest Plan to check when it needs to be updated since it dates from 2014.</p>		CR will contact Stakis.

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Governance	CR	<p>Review of Documents:</p> <ol style="list-style-type: none"> 1. M & A's : typo corrected for junior membership ages 12-15. To be submitted to Companies House. 2. Mission statement : agreed. 3. Roles & Responsibilities : no changes. 4. Finance Policy : names to be updated. 5. Communicating with Membership Protocol (non-statutory) 6. Data Protection : agreed 7. Conflict of Interest : agreed 8. Code of Conduct : agreed 9. Register of Interests : being updated 10. Update Protocols policy for projects : being updated 11. Zero Tolerance and Harassment policy : being updated 12. Business Plan : single issue meeting to be arranged 13. Memberships: one new member has applied and approved. 	<ol style="list-style-type: none"> 1. Amended and sent 2. Sent 3. Sent 4. Sent - to be updated 5. Sent - major rewrite 6. Sent - Updated 7. Sent 8. Sent 9. Sent - to be completed by all directors 10. Sent see note 8. 11. Sent 12. Sent 13. Sent Memberships 	<ol style="list-style-type: none"> 4. CL & SM to double check Finance Policy 5. FH & KM will review 9. KM & CL to review 10. SM & FH to coordinate. 11. FH & KM to review. 12.
Projects	CR	<ol style="list-style-type: none"> 1. Cost of Living - distribution of funds from CMWF on behalf of CGCC & CMWT. Some applications are still being verified. 2. Cost of Living - Warm Spaces. Grant money received for events in both Village Halls. 		
AOCB		<ol style="list-style-type: none"> 1. Meeting with Ailsa Clark - to be invited to a board meeting on a Tuesday evening. 2. Meeting with John Forbes Community Housing 10.30 Clachan 8 March. 		
DONM		<p>March 28th. 7.30 Glendaruel April 25th Colintrave May 23rd Zoom</p>		