

# GRANTOWN INITIATIVE BOARD MEETING

Tuesday 8<sup>th</sup> August 2023 at 7.00 pm via Zoom

## FINAL MINUTES

		Action Points
	<p><b>Welcome and Introductions</b></p> <p>Directors Present:</p> <ul style="list-style-type: none"><li>Karen Derrick (Chair)</li><li>Karen Martin (Treasurer)</li><li>Declan Gallacher (Vice Chair)</li><li>Beverley Cartwright</li><li>Ingrid Artus</li><li>Katy Turton</li></ul> <p>Others present:</p> <ul style="list-style-type: none"><li>Ginny Hall (Minutes)</li></ul> <p>KD opened the meeting and welcomed all present.</p>	
1.	<p><b>Apologies:</b></p> <p>Directors: Pete Grant (Joined briefly for Spey Shed item at 7.30pm), Mike Causey</p>	
2.	<p><b>Approval of 11 July Board Minute</b></p> <p>The Minutes were approved unanimously.</p> <p>KD asked about uploading the minutes online.</p> <p><b>Action:</b> KD to show GH how to load the minutes, following desk instructions.</p>	KM, GH
3.	<p><b>Matters arising from Minute not on the agenda</b></p> <p>KD noted that she had received a comment from Jean Munro from the Dava, who had queried the April minutes in respect of the item on windfarms. Although there were no objections to windfarms from NatureScot or the CNPA, there had been objections from the Dava Residents' Association and local residents. It was agreed that the minutes would be amended to reflect this and reloaded on to the website.</p> <p><b>Action:</b> DG to write to Jean Munro in relation to windfarms</p>	KD, KM DG
4.	<p><b>Declarations of interest on items appearing on agenda</b></p> <p>There were none.</p>	
5..	<p><b>Membership</b></p> <p>There was nothing to report on membership.</p>	
6.	<p><b>Treasurer's report</b></p> <p>KM reported on the year end, with the financial year running from 1<sup>st</sup> August 2022 to 31<sup>st</sup> July 2023. The bank balance was £66,066.31. Following the transfer of the Spey Shed funds out of the GI accounts, the balance is now showing as £0.00. The G&amp;McP Sponsorship was £9,519.65.</p> <p>IA asked whether Park Run is starting, as the money has now been transferred out of the GI funds. BC noted that the proposed route, agreed centrally with Park Run, had been put into doubt because of potential conflicts with the capercaillie breeding season. MC was apparently looking at an alternative route but it has to be approved centrally by Park Run.</p>	

	<p>KD noted the need to get some comms out about Park Run so that the community know what is happening.</p> <p>The Town Centre Fund has a balance of £474.00, which was donated for the installation of a bench. However, the Highland Council (THC), had never claimed for it and are now unlikely to claim for it. KD proposed transferring these unrestricted funds to another fund, such as the Xmas Lights. It was noted that these funds were acquired for the Square, (The Town Centre Fund) so that these funds could not be used for projects elsewhere in the town, such as the Burnfield Toilets. KD concluded that it would be best to leave the funds where they are until there is a clearer idea of where they could be spent. There was a short discussion about tidying up the spreadsheet by removing the Town Centre Fund and moving the relevant funds (£474.00) to the GI column.</p> <p><b>All agreed</b> to approve the Treasurer's report.</p> <p><b>Action:</b> KM to liaise with Anne re: Financial Report for past year 2022-23</p>	KM
<p><b>Sub Group updates</b></p> <p>PG joined the meeting briefly to thank the GI for the support given to Spey Shed. PG stated that he would be happy to help out or give practical help when needed, and will stay on as a Director of the GI but with the caveat that he wouldn't be able to attend all of the meetings.</p>		
7	<p><b>Thunder in the Glens</b></p> <p>There was no update on this event.</p>	
8.	<p><b>Sustainable Strathspey: Greentown Show (KT)</b></p> <p>KT reported that she had confirmation that no further funds are needed for organising the Greentown Show (for example, for insurance etc). She was grateful for the £500 which had been received in July.</p> <p>KD asked if Lee from Moray Wastebusters would be attending again this year, as last year he had been collecting electricals. However, KT explained that although he would be in attendance, Lee would not be collecting electricals. There was a short discussion about the Show, with Directors expressing positive views about the event. KM asked if KT could share a list of stallholders, which KT agreed to.</p> <p><b>Action:</b> KT to send KM list of stallholders</p>	KT
9.	<p><b>Burnfield Toilets: opening and cleaning contract (KD/KM)</b></p> <p>KD reported that she had put a query in to Colin Lawson re: the end date of the works, so that a formal opening could be planned. It was proposed that the Strathy be invited, and an elected member to cut the ribbon such as Russell Jones. However, other Board Members suggested children from the Primary or Grammar School to cut the ribbon, with one suggestion, which gained support from the Board, being that the ribbon be cut by children who painted the tiles used in the loos.</p> <p><b>Action:</b> KD to speak to Angus Grant about asking children to cut the ribbon</p> <p>There was a discussion about the cleaning contract that will be required to service the toilets, with 3 potential cleaners:</p> <ol style="list-style-type: none"> <li>1. Red Sock</li> <li>2. The Spotless Cleaning Company</li> <li>3. Strathspey Cleaning</li> </ol> <p>A further suggestion was Mark Bruce in Aviemore who is setting up cleaning contracts.</p>	KD

<p>BC has been pricing options for some of the supplies for the Toilets, such as toilet roll holders. She has only obtained prices from Scottish companies. Overall, the set-up costs will be in the region of £500.00.</p> <p><b>Action:</b> KD, KM and BC to meet to discuss the cleaning contract, with an ongoing chat about the tender, how often to clean etc., and to let the Board know via WhatsApp before the next meeting.</p> <p><b>Action:</b> KD to speak with Colin Lawson re:</p> <ul style="list-style-type: none"> <li>i. Reinstatement costs</li> <li>ii. The footprint of the toilets for Zurich Insurance, required by KT</li> </ul> <p>The detail of the toilets supplies is as follows:</p> <p>Please find below indicative costings for some of the items we may need for the public toilets with options for purchase – I have taken the costs from <a href="https://www.hygienesuppliesdirect.com/">https://www.hygienesuppliesdirect.com/</a></p> <p><b>Toilet Roll Dispensers</b></p> <p>Brushed Stainless Steel Mini Jumbo 10” roll dispenser - £41.94 inc VAT</p> <p>Brushed Stainless Steel Jumbo 12” roll dispenser - £46.74 inc VAT</p> <p><b>Toilet Rolls</b></p> <p>200 Metre 3 inch core 2 ply mini jumbo toilet rolls case of 12 £34.79 inc VAT</p> <p>Commercial Jumbo Toilet Rolls 400 metres pack of 6 - £39.59 inc VAT</p> <p><b>Automatic Hand Dryers</b></p> <p>Levante Heavy Duty Stainless Steel Automatic hand and Face Dryer 2.5kw - £190.00 inc VAT</p> <p>Levante Automatic Hand Dryer for Schools and Hospitals 1.5 kw £97.99 inc VAT</p> <p><b>Nappy Bins</b></p> <p>Commercial Pedal Operated Nappy Bin 45 litres - £56.99 inc VAT</p> <p><b>Commercial Baby Changing Unit</b></p> <p>Commercial Baby Changing Units seem to range wildly between £140-£850 depending on size, composition and number of straps to hold baby onto the table (not my area of expertise!)</p> <p><b>Sanitary Bins</b></p> <p>Suggest contract such as Rentokil or hygiene waste disposal contractor. Prices for bins themselves range from £55.00-£159.00 depending on size and whether plastic or metal.</p> <p><b>Soap Dispensers and Liquid Soap</b></p>	<p>KD, KM, BC</p> <p>KD</p>
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	<p>Range between £23 -£75 depending on size and materiel – wall mounted. Liquid soap or foam available.</p> <p>Liquid Soap is £20 ish per 5 litres.</p> <p>There are local suppliers to Grantown on Spey (Dundee, Inverness) and National Suppliers. Some of the items will need to be taken care of by the cleaning contractor depending on what sort of contract we go for and also what is included in the fitment of the toilets.</p> <p><a href="https://www.rentokil-hygiene.co.uk/aberdeen/">https://www.rentokil-hygiene.co.uk/aberdeen/</a></p> <p><a href="https://www.macgregorsupplies.co.uk/divisions/hygiene-catering">https://www.macgregorsupplies.co.uk/divisions/hygiene-catering</a></p>	
10.	<p><b>Festive Lights: funding (IA/KD)</b></p> <p>IA updated the meeting on the funds from Sean Sullivan’s widow, which are being used to buy 3 lights. She also mentioned that there are no funds remaining for meeting the costs of the Festive Lights, particularly for a cherry picker to put the lights up, There was a discussion about the need to fundraise, with one suggestion being a JustGiving page on the Grantown Grapevine on Facebook. An additional £500 is needed for tree lights. There was a discussion about the need to have a long term plan for raising funds next year.</p> <p><b>It was agreed</b> that a JustGiving page was a good idea. KD also suggested putting in to the Co-op for donations for the lights.</p> <p><b>Action:</b> KD/KM to look at a JustGiving page, with the aim of £1100 which is needed on top of £872. They would also look into using the G&amp;McP funds for the lights.</p> <p>An additional benefit of the GI stepping in to raise funds may be that this may help give an impetus to THC to carry out much-needed work on the lights and the PA system.</p> <p>During the meeting, Paul Matheson was consulted on whether THC’s presence was needed to switch on the lights. Paul responded that they are not needed.</p> <p><b>Action:</b> KM to look into the possibility of switching on the lights on the same weekend as Grantown Does Christmas, or to look into an alternative event around switching them on.</p>	<p>KD/KM</p> <p>KM</p>
11.	<p><b>GMcP Community Fund</b></p> <p>KM reported that she intends to make contact with Andy Kitchen’s replacement at the Cairn Distillery, Tim Belton, with a view to developing a positive relationship.</p> <p><b>Action:</b> KM to send out a link to the Board.</p>	
12.	<p><b>Grantown Business Association (KM)</b></p> <p>It was reported that there had been some discord with the retailers on the High Street, but that relations had turned a corner and that there is now broad support for what the GBA is doing. Some funding has been secured via the Community Led Vision (CLV) fund, which will be spent on bunting, hanging baskets and flowers. DG is to lead on this. There is no committee meeting in the diary as yet.</p>	

	<b>Action:</b> GH to find and send list of volunteers to KD.	
13.	<p><b>Hogmanay</b></p> <p>BC reported on the progress made so far with the planning of this event:</p> <p>BC is planning to put a message out to licence holders to see if anyone wants to run the bar.</p> <p>Road closure licence and road management will be completed this month.</p> <p>Insurance – there is some uncertainty over whether the claim for the eye injury would affect the insurance, although it may affect Fireworx’ insurance rather than the event insurance.</p> <p>Concerns around number of volunteers to help with the event and getting a new bar licensee.</p> <p>BC also reported that she would like to organise a quiz, possibly in October, as a fundraiser. KM suggested fundraising as the GI so that if Hogmanay doesn’t go ahead the funds could still be used</p>	
14.	<p><b>Dulaig Play park (IA)</b></p> <p>IA reported that there is £7,362.29 in the account. Sheena is keen to spend every penny on the park. The next meeting will be held on 21<sup>st</sup>. A quote has been obtained for a toddler fitting but no-one is able to fit it. KM asked if an ‘experience’ for the young children and their parents and carers, could be organised. DG asked if a Hallowe’en event could be held in the Dulaig.</p> <p><b>Action:</b> IA to update the board after the next meeting has been held.</p>	
15.	<p><b>AOCB</b></p> <p>It was reported that the Grantown Forum is to meet on Monday 18<sup>th</sup> September, to be chaired by Euan McGregor, the Chair of the Community Council.</p>	
	<p><b>Date of Next Meeting</b></p> <p>The next meeting will be held in person on Tuesday 2<sup>nd</sup> October 2023 by Zoom.</p>	