ANNUAL GENERAL MEETING

Melvich Community SCIO

20th November 2024

Start time: 07:30 PM

At Halladale Inn

ATTENDEES (Board Members): 7

Eric Cameron (Chair); Adrienne Nicholas (Secretary) via Zoom; Debbie Smith (Treasurer); Mike Bryant (Trustee); Julie Fittock (Trustee); Tim Reed (Trustee); Alan Mackay (Trustee)

APOLOGIES Sarah Kerr (Trustee)

ATTENDEES (Members):

Doreen Mackay, Valerie Mackay, Eileen Bryant, Catherine Simpson, Peter Fittock, William Macdonald, Rosemary Cameron, Marilyn Fling, Ian Fling ***in person***

Janet Southard, David Southard, Clare Mills, Andy Mills, Juanella Findlay (joined 8:17) – ***via Zoom***

QUORUM SATISFIED: Yes (21) – 1/3rd of total membership of 48 required to be quorate = 16 members

Meeting was called to order by MCS chairman, Eric Cameron.

GOVERNANCE:

EC informed those members present that Trudy Perry, our secretary had resigned, and we would like to express our sincere thanks to her for all her hard work over the years that she was with the charity.

CONSTITUTION:

Constitutional changes discussed during the year 2023-24 to expand the area covered to match Melvich Community Council area have been actioned with OSCR.

CHAIR'S REPORT

Due to the significant changes to the office bearers during the 23/24 financial period we have spent a lot of time re-grouping and then contacting OSCR, suppliers, and various other contacts to inform them of the change of primary contact details and the change of registered address.

This has been a time-consuming task and on behalf of the SCIO we would like to thank Debbie and Adrienne for all the hard work and patience in achieving this.

MEMBERSHIP

Membership at the 2023 AGM stood at 46 members. Over the past year, we gained 3 new members but unfortunately lost 1 due to passing.

Our community consists of approximately 300 people, yet our membership currently stands at 48. As we move forward with our funding application to support the construction of the hall, it is essential to demonstrate community support. Therefore, recruiting new members is a top priority.

Membership forms are available on our website, melvichcommunityscio.org or you can email us on secretary@melvichcommunityscio.org and we will be happy to arrange to send a form to anyone interested.

EVENTS DURING THE PERIOD APRIL 2023 TO MARCH 2024

We held 15 Whist nights in neighbouring Reay Village Hall and The Halladale Inn

3 Pub Quizzes also held in The Halladale Inn. This event is now being taken forward by the Halladale Inn.

2 Bingo Nights which were also held in a neighbouring village hall at Strathy

We received core funding to run these events during this financial period. While these events were useful community engagement tools, due to venue hire costs, unfortunately, they were not profitable and without renewed funding from April 2024 to March 2025, we have been unable to continue them. We plan to apply for funding to cover core costs and events in the next financial year.

In the meantime, we continue to promote the charity by attending local events and maintaining our Facebook page and website, which is currently undergoing a major overhaul.

The **Community Garden** is being maintained by a small group of volunteers who donate their time to work in the garden whenever possible. Since the departure of the initial trustee who led this project, we are continually seeking more assistance to help keep the garden well-maintained for residents and visitors to enjoy.

The **Community Action Plan** document was completed in late January and issued to Melvich, Bettyhill, Strathy, and Caithness West Community Councils. The SCIO made full and final payment to the contractors and are now waiting on the final drawdown payment from Local Energy Scotland to complete the project.

Whilst reviewing the information in the Community Action Plan, listening to feedback from the community and collating the survey delivered to all residents in June this year, we have revisited the basic design requirements of the hall and have advised the architect of the revised requirements. He is currently working on the revisions and will get back with a new proposal hopefully before the end of 2024.

PLAYPARK UPDATE:

Provided by Natalie Bird of the Playpark sub-committee

The playpark committee have held several fundraising events over the year including a Tesco bag fill event that raised nearly £700. This, other events and donations have brought their total raised to over £7,000 pounds towards the construction of the new playpark.

We currently have three applications into funders and plan to submit a fourth at the end of November.

Caithness and North Sutherland Fund (CNSF) returned successfully and offered £25K with the proviso that we obtain the full funds from other funders within 12 months.

Sports Scotland has invited us to apply to their fund in January. They do not fund play parks per se, but they do fund 'pump tracks', which are part of our design. We are in the process of obtaining a separate quote for the pump track works for this application.

The asset transfer of the Portskerra playpark land from the Highland Council is due to be completed on 29th November.

Treasurer, Debbie Smith, informed the meeting that she has received a phone call this afternoon from the Solicitor and hopefully the land transfer should be completed by the end of this month.

CONSIDERATION OF THE ANNUAL ACCOUNTS:

The annual accounts for the period 1st April 2023 to 31st March 2024 were available to all members in advance of the AGM and on the evening.

Financial Report

The accounts for the financial period 1st April 2023 -31st March 2024 show the receipt of two successful grant funding applications into our account. These were both held in restricted reserves for a specific purpose to be paid out as and when required.

Funds received in this financial period were

£5100 from Strathy North Community Benefit fund this was the second payment of a two-year grant to allow the charity to continue to deliver its charitable objectives and

£3400 also from SNCBF. This has been allocated to the playpark restricted funds for legal fees associated with the asset transfer of the playpark land to the SCIO.

Financial Statement

As at Sunday 17th of November

Total funds in our account stand at = £50,423.16

Of which £12,191.45 are Unrestricted funds,

and £30,072.29 are in Restricted Reserves.

(£23,210 RIBA 1, £2,539 Asset transfer of Melvich public Toilets, £3,400 playpark legal fees, RIBA 2 £500)

Playpark Fundraising pot stands at £7223 with £1052 in the100 Club prize pot.

I can confirm that the annual accounts were filed with OSCR on time.

RESOLUTION 007:

Melvich Community SCIO resolution for consideration:

1. To adopt the Minutes of the last AGM on 21 February 2024.
2. To adopt the Annual Report and Financial Statement for the period 1/4/2023 to 31/3/2024.
3. To appoint Reid and Fraser Chartered Accountants as Independent Examiner for the financial period ending 31/3/2025.

The minutes of the last Annual General Meeting dated 21/02/24 were available to all members prior to the meeting and subsequently passed for adoption.

2 proxy votes were lodged with the Chair prior to the meeting.

All Members present (18) voted in favour of this resolution. This resolution has been carried and will be actioned.

Proposed By: Rosemary Cameron

Seconded By: Doreen Mackay

ELECTION OF THE CHARITY TRUSTEES:

The Chair advised that the formal retirement of the existing Board will take place at the end of this meeting. The Chair also thanked the Board for all their service.

The Chair encouraged people to apply to be on the Board. Members and guests were reminded that to be elected to the Board you need to be a Member of Melvich Community SCIO and application forms are available on our website or via the Secretary. You are required to complete a Self-Nomination Form.

There are a maximum of 11 seats available on the Board. Anyone who would like to join the Board should speak to a Board Member for more information and guidance.

NOMINEE	PROPOSED	SECONDED
Eric Cameron	William Macdonald	Rosemary Cameron
Adrienne Nicholas	Peter Fittock	Catherine Simpson
Debbie Smith	Ian Fling	Rosemary cameron
Mike Bryant	Rosemary cameron	Peter Fittock
Julie Fittock	Valerie Mackay	Ian Fling
Sarah Kerr	Rosemary Cameron	Peter Fittock
Tim Reed	Eileen Bryant	Marilyn Fling
Alan Mackay	William Macdonald	Valerie Mackay

No objections were received during the meeting therefore those proposed and seconded shall be deemed as elected.

The new Board will elect Officer bearers at their next Board Meeting on 27th November 2024.

Recorded Comments from Discussion:

Events	Suggestion made to pull together a list of events we would like to do and then ask for suggestions to add to that list.	Initials XX
Advertising	Could we get the Northern Times to write an article with photos about the Christmas Tree Light Turn On event.	This was actioned and article run in Northern Times on 18-12-24
Re-brand	Put up a Facebook post for suggestions for new name for the Charity to be known by.	XX

Any comments made during the break may not have been recorded so if anyone has anything to add to the list please contact us on secretary@melvichcommunityscio.org.

AOB:

The Board is more stable now and we really encourage everyone in the community to join and get involved with us. We need your help and feedback to provide you with the Hall that you want.

The Chair advised all members present that the Minutes would be made available on our website in due course.

Any members who would like to attend a Board meeting are asked to contact the Secretary for an invitation.

NEXT MEETING AGREED: Board Meeting 27/11/24.

MEETING CLOSED AT 8;42 PM

DATE MINUTES of 21-02-2024 AGM ADOPTED: ___20-11-2024_____

POSITION	PRINT NAME	SIGNATURE	DATE SIGNED
CHAIR	ERIC CAMERON	E. Cameron	06-11-2025
TREASURER	DEBBIE SMITH	D Smith	06-11-2025