

**Draft Minutes of the 22<sup>nd</sup> AGM  
10<sup>th</sup> August 2024**

<b>Meeting Date &amp; Time:</b>	Saturday 10 <sup>th</sup> August 2024
<b>Location:</b>	Dalavich Community Centre and Zoom.
<b>Present:</b>	18 Members (4 attending by Zoom)
<b>Board of Directors:</b>	Pam Stansbury – Chair Sheila Clark – Company Secretary Carol Thomas – Treasurer Libby Foy-Lowry – Elected Director Chris Fowler – Co-opted Director Luke Sylvan - Co-opted director
<b>Also attending:</b>	David McGregor, accountant. Debbie Herron, Foundation Scotland Elle Steele, incoming Community Development Officer Chris Goldsmith, AKCH
<b>Apologies:</b>	Gill Stolton

This meeting was recorded via Zoom with attendees notified accordingly.

The AGM was quorate with 18 Members present and opened at 11:30am.

1. **Welcome and Introductions**

Pam Stansbury welcomed the members to the AGM for the 2023/24 year.

2. **Apologies for absence**

Apologies were received from Gill Stolton.

3. **Minutes of the Previous AGM**

- **Resolution to approve minutes of the 21<sup>st</sup> AGM held 23<sup>rd</sup> May 2023.**

The minutes of the previous meeting had been circulated to the members prior to the meeting.

There were no questions arising from the minutes, therefore the resolution to approve was voted on by show of hands and online poll.

Approved by majority vote of members present.

3a. **Matters Arising from the previous AGM**

There were no matters arising that were not already included in the agenda for discussion.

4. **Chairs Report**

- **Community Development Officer**

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Chair began by advising the members of the successful recruitment of a Community Development Officer. Elle Steele was introduced to the members as the successful candidate. She is expected to start on 15<sup>th</sup> August, provided all contracts can be in place by then, and will be on a 2 year contract. Simmers & Co will manage the payroll and take care of making sure we meet all out employer legal duties.

Elle will commence her duties with getting to know the community and undertaking the Community Action Plan.

- **Trees**

Chair advised the meeting that following a request from Druimdarroch concerning an overhanging tree, it had been established that when DIG purchased the fields from Forestry, they also purchased all the surrounding land up to the physical boundaries.

This means that DIG is responsible for 6.1 hectares of Broadleaf Woodland. As such there is no allowance to remove trees, and we are responsible for assessing the trees, removing dangerous or dead ones and maintaining and managing those under threat, and protecting healthy ones.

- **Millfield & Druimdarroch**

It was advised that both these fields had now been re-let.

- **Security System**

The meeting was advised that a full alarm system had now been installed to the Community Centre to secure the building and to help reduce Insurance costs.

- **Back Road**

An update was delivered to the meeting concerning the Back Road. Currently the Board have one quotation with two different options, between a repair that would improve the existing road condition but would need renewing every three to four years, and a longer term solution that involved a more permanent hardcore solution that would be longer lasting, and require less maintenance.

Concerns were raised around the speed of vehicles using the road, signing the road as a no through or no access route, and the protection of wildlife crossing the roads. This was expanded to other roads around the area. Whilst we have no jurisdiction over public roads, it was agreed that speed calming solutions would be included, and that signage would be erected where possible. It was also requested that John Fleming would raise the issue of signage with AKCC.

The Chair also reassured the meeting that the residents living on the Back Road would be consulted on the style of repair to be undertaken before the final decision was made, as this could directly impact on their properties and existing access arrangements.

- **Building Upgrades**

The Chair handed the meeting to Libby to update on plans for the Community Centre.

Following the successful application to Carraig Gheal last year, and the refurbishment of the building windows, it had been agreed to apply for a second grant this year to further improve the building.

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After consultation with the building occupants, it had been agreed to undertake replacing the windows at the apexes of the building, with the exception of the shaped ones that would be wood cladded to match the rest of the building. The condition of the kitchen annex had also been highlighted. The decision had been taken to apply for a second grant from An Suidhe so that both works could be undertaken.

This work was currently in the planning stage, both grants had been awarded so the work would be starting soon.

Following questions, it was confirmed that when eligible DIG would continue to apply for funding that would help improve the Community Centre. Libby advised that there had been several suggestions made for improvements, and these would be carried forward to future fund applications.

Chair thanked Libby for her report.

- **Laundry and Shower Block drains**

Following repeated problems with drains blocking and backing up a full system inspection had been undertaken. Chair advised that the decision had been taken to fully replace the current system to remove the faults and resolve the ongoing recurring problem. The work would be starting on Monday and would take three days. During this time the facilities would need to be closed. The Chair thanked the tenants for their cooperation and understanding in this matter.

- **Decking**

During the year it had been reported that the decking at the rear of the Social Club Bar was leaning. Following inspection, the decking had been closed for safety reason.

The board were now obtaining quotes and plans to repair or replace the decking as needed.

- **Articles of Association**

OSCR has now advised that Charities should undertake an annual review of the Articles to ensure they are suitable and compliant.

The Board would be undertaking a review of the Articles of Association this year in order to bring the Articles in line with the Scottish Land Fund and for compliance with the Community Right to Buy legislation.

This will allow DIG to access larger funds, and any government backed funders for larger projects being considered or undertaken.

Once the Articles had been reviewed an EGM would be called for the Members to review and approve them or not.

5. **Finance Report**

- **Financial Statements and Accounts**

The Financial Statements for the year ending 5<sup>th</sup> February 2023, had been made available to the Members prior to the meeting.

Carol introduced David McGregor, our Accountant and invited him to speak to the meeting.

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David began by advising that the accounts showed a genuinely improving financial result with more money being secured in terms of grant funding.

The total income of the business had increased by £13,000 from £31,021 to £44,464. This is almost entirely attributable to the increase in grant funding. By comparison the restricted funds in 2023 were £15,000, so £17,000 more income has come from grants.

The investment income had dropped slightly. This is primarily the rents we receive, which in the previous year reflected a post-COVID catch up. The £5,000 now showing would appear to be a more regular amount received. In terms of the costs, ordinary activities do run at a slight deficit.

In effect the result of the year in cash terms, is actually around £13,000. The transfer between funds relates to the release of funds for a grant from capital expenditure that was received in 2014 for the pay park. As a result, the total result for the year is a net surplus of £12,309, but it is important to remember that relates to grants received that are likely to be used in future years.

The Statement of Financial Position (formerly called the balance sheet) shows the value of the company, the majority of which relates to the value of the property and land owned. The property itself has not been valued for some time and a re-evaluation would be required in the near future, particularly for insurance purposes.

Following an advance question submitted, David explained that the debtor shown in the accounts was related to the advance payment made on Insurance. Insurance is paid in June, so accounts allocate an amount related to the forward year.

Additional questions were raised over liabilities and rental incomes, which were explained to the members as relating to different date periods, changes in tenants and brief periods where fields were empty.

There being no further question on the financial statements Carol thanked David for his attendance and his clear report to the members.

○ **Treasurers Report.**

Carol advised the members that our costs with the accountants would rise in the coming year as they would be undertaking the payroll and related financial transactions required for Elle's employment. However, that additional cost is included in the grant funding and has been included in the 2 year grant of £88,000. This includes salary, National Insurance liability, and pension. An allowance has been built in for an annual increase and £10,000 to enable Elle to progress the Community Action Plan and match funds to other funders she would be contacting.

The total grant allocation over the two-year contract for the Community Development Officer is £88,000.

We have already spent £20,000 on the building and would be spending a further £29,000 when Libby completes the next Village Hall project. Additionally, as mentioned we have spent money on improving the drains and resolving other resource related issues. We also currently have quotes in to replace the stoves in the hall and improve the heating in both the hall and the bar area.

We had an available balance in the strategic fund at the beginning of August of £164,322, which effectively means that we have around £80,000 left to allocate. We have discussed spending £24,000 on the back road, we need to spend money on the woodland, and we have the decking issue to resolve. The board will continue to work around allocating funds and sourcing additional funds wherever it can.

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Currently all the An Suidhe Micro Grant has been allocated. An Suidhe have uplifted their fund to £1,200. River Avich micro grant is £4,500 a year, of which there is currently £1,000 left. There is around £19,000 left in the Open Source fund, the Board have approved an uplift to the grant limit from £3,000 to £10,000 to bring the fund in line with An Suidhe and other community funders.

The Education and Development fund receives around £6,000 and is managed entirely by Foundation Scotland.

Elle is particularly experienced in obtaining different funds from different areas, and it was hoped that she would work with some local people to further develop this area, particularly for larger projects.

**5a. Resolution to adopt the accounts for the year ending 05/02/2023**

The resolution to adopt the accounts was proposed by Peter Thomas, seconded by John Fleming, and approved by unanimous vote of members present.

**6. Business Plan Proposals**

**6a. There were no formal business plans to approve, as the previous business plan had been approved last year.**

The new business plan will be compiled when the Community Action Plan is completed, along with the fund management strategy, which has to be updated to be in line with the existing five-year Community Action Plan.

This enables Foundation Scotland to ensure that the fund is being distributed in a manner that complies with both OSCR's and HMRC's rules.

**6b. EV Charging Points**

We are currently working with Andrew Mouat, who is helping us to resolve the grid connection issue. Andrew is working on our behalf and talking to SSEN. It was initially suggested that the grid connection would be in the region of £10,000 to £20,000 however they had come back with a quotation for £83,000, so he has gone back to them to discuss.

**6c. Jetty**

We now have new quotes for this and will hopefully be able to progress this matter.

**6d. Land & Workshop next to No 45**

The meeting discussed the option to potentially purchase the land and forestry shed next to number 45. The option for the board to investigate the options, costs, potential drawbacks and then consult with the community on the potential uses was discussed.

A motion was proposed that the meeting formally ask the board to investigate getting hold of the land for DIG.

The resolution was proposed by Peter Thomas, seconded by John Fleming and agreed by the meeting.

**6e. Community Right to Buy**

Some members have expressed an interest in investigating the Community Right to Buy Scheme. This is multi-faceted and includes many different options, routes and potential

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problems. However, it includes the option to provide affordable housing within the Community and Chrissie has expressed a desire to investigate this on our behalf.

The Chair asked if the meeting were prepared to instruct the Board to investigate the various different options. Housing for potential residents is an area that is of concern.

The idea of Community led housing is being supported by Scottish Government, Rural Housing Body and Argyll and Bute Council.

It was agreed by the meeting, that Elle should be able to assist with this project. A concern over who manages the property was raised and discussed by the meeting.

The meeting agreed unanimously that the Board should investigate the options.

**7. Election of Directors**

The following members were standing for election to the Board.

- Agnes Fleming.
- Elizabeth Foy-Lowrey (current Director)
- Carol Thomas (current Director)
- Chris Fowler (Co-opted Director)
- Luke Silvan (Co-opted Director)

A question was tabled concerning the need to vote on nominations if there were fewer nominees than vacancies on the board. Currently our articles state that directors have to be elected by a majority vote of the members present and proxy votes. The objection tabled by Libby was duly noted.

Following the vote, Chair announced that all five nominees had received majority votes in favour, and were therefore duly elected to the Board of Directors.

The Chair welcomed Agnes to the Board and welcomed back the four returning directors.

**8. Any Other Competent Business.**

**8a. Dalavich Kirk**

Chris Goldsmith, of AKCH (Avich & Kilchrenan Community Heritables) had been invited to address the Members and answer questions about the proposed purchase of Dalavich Kirk.

Questions were asked initially concerning the reasons why the Churches were being sold, and the purpose of Avich and Kilchrenan Community Heritables (AKCH). It was advised that the Church of Scotland had decided to sell churches that were not sustainable as churches alone, and that by allowing a trust such as AKCH to purchase the churches other revenues of funding could be opened to help sustain and improve the building.

Concern was expressed around their being two charitable organisations covering the same area. It was explained that it was not unusual for there to be an overlap on Trust areas. That AKCH were tasked to look at both churches in the area and would also be looking at the potential purchase of Kilchrenan School. Chris also assured the members present that AKCH wished to enter into a Memorandum of Understanding, that would make it quite clear that AKCH would only operate and buy buildings in our area of benefit where it was not suitable for DIG to buy those.

Some concerns were also expressed about the potential use of the building and the preservation of the graveyard. It was confirmed that the option to purchase only included the dripline of the building and that the graveyard and surrounding land was not included.

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Potential uses were discussed; it was explained that no decisions had been made and that the communities' thoughts and ideas would be paramount. It was intended to keep the Churches for use for services related to faith, whilst increasing the use of the building for more community activities. Chris also confirmed that AKCH would not be implementing anything that impacted on existing businesses in the area.

There were several areas of concern expressed by the members present. Following discussion, it was agreed that Chris Goldsmith and Elle Steele would work together to organise a community meeting where the background, history and intentions could be presented to the Community. They would be able to ask questions and express their opinions at the end of the meeting. It was agreed that Chris would organise as many of his Board to attend as possible and would actively encourage those who lived in Dalavich to attend.

Chris Goldsmith was thanked for attending the meeting.

There being no further Competent Business to discuss, the Chair thanked everyone for attending and closed the meeting at 1:30pm.

Minutes approved by the Members at the AGM held on 20<sup>th</sup> July 2025.

**Signed:**

**Chair**                    **Pam Stansbury**

**Date:**