

## Tayport Community Trust

### MINUTES

Meeting held on Wednesday 7<sup>th</sup> January 2015 in the Burgh Chambers, Tayport.

#### Board of Trustees

Dave Yule                      Peter Kennedy                      Ian Baird                      Cllr Bill Connor  
Lynne Menzies              Jim Kinnear (Community Council)

#### In attendance:

Dan Rous (Development Officer)      Sue Doyle – Minutes

#### Preliminary matters

1. Apologies for absence:  
Tony Gowland, Fiona Bissett, Jessie Roberts, Les Bawden, Alison Wilson

With agreement, DY took the chair

2. Minutes of the meeting of the Tayport Community Trust held on 3<sup>rd</sup> December

These minutes were approved as an accurate record of the meeting.

3. Matters Arising from these minutes:

#### **Office Space**

No further activity.

Action: BC to pursue with Council staff

#### **Sir Menzies Campbell**

DR confirmed that a letter had been sent to Sir Menzies.Campbell MP with full details of the project so that he can take forward queries over the value of the asset transfer on our behalf.

The video had been edited and prepared for circulation.

#### **Consultation**

DY reported that the proposals to put forward for consultation should be ready by the end of January/beginning of February. BC said that Karen Scott of Fife Council Community Learning Development would have a team in place to assist with the process. DR agreed to liaise with Karen Scott.

4. **Harbour Café#**

Lynne Menzies told of the Christmas party that had been given for the volunteers in recognition of their huge contribution to the success of the enterprise. She also reported that some volunteers had received training in Food Hygiene and that her team were considering other courses that could be offered to volunteers, such as

First Aid. The Café had also started selling second hand books, the proceeds of which were going to such projects as the Skate and Parkour Parks.

## **Abertay Site Development**

### **Community Hub / Design Team**

DY told of DR's role which had become that of responsibility of fundraising for the project and liaison with Fife Council and other external agencies.

He then reported on the meeting of 5<sup>th</sup> January with the Design Team which he believed had resulted in reasonable progress, considering that the funding limitations had been acknowledged.

He commented on the need for the remediation process to be initiated as soon as possible, because it was difficult to discuss the Project with funders and other external agencies, when the site was not actually viable until cleaned up. BC acknowledged this state of affairs.

BC then discussed the car parking issues, and its implications for Fife Council, along with the need for Tentsmuir's need for an entrance from Tayport.

JK commented on the numbers of visitors to Tentsmuir and PK pointed out the revenue that the Project's café would be able to gain from providing for these visitors.

### **Tourism**

It was agreed that SD would add PK's paper on this subject to the minutes.

### **Arts & Culture**

LM agreed to represent the requirements for Arts & Culture in the design of the project.

### **Funding Status Update**

DR reported that Stage 2 of the application for Lottery Funding, which related to development costs (including the Design Team's fees) was due to be submitted by the end of the month. Because amount was on the high side, the application would need to be submitted to the Lottery Board. He then spoke of the number and variety of Trusts to be considered for the various strands of funding and the requirement to approach them as and when appropriate.

IB then reported on the discussions that he and DR had had with the Design Team in respect to the fees as well as the right design for the amount of finance available, at least initially. There had been sufficient progress to enable the Quantity Surveyor to begin the costing process to be initiated.

**PLANT Group Update**

PLANT had been successful in obtaining funding, with the proviso that certain conditions needed to be met by April 1<sup>st</sup> 2015.

**AOCB**

Various aspects of the project were discussed, including the safety of the site. DY suggested that for a number of reasons, Richard Tough should be approached to join the Project Team.

IB reported that, since he thought it would be a good idea to visit the Fun Factory and Factory Skate Park, he had approached his contacts there. As everyone present approved the proposal, he agreed to go ahead and make the arrangements. He would notify every one of the details by email.

**Date of next meeting**

4<sup>th</sup> February 2015 at 7 pm in the Burgh Chambers, Tayport