

Record of Decisions and Agreed Actions

Attendance		
Name	Representing	Proposed Role
Alisdair Johnston (ADJ)	IOBT	Chairman
Marlene Hill (MH)	For Bute	Trustee – Small Business
Iain Donald (ID)	IOBT	Trustee - Treasurer
Andy Walters (AW)	Visit Bute (VB)	Watching brief on behalf of VB
Jean Moffat (JM)	IOBT	Trustee
Phyllis Ward (PW)	For Bute /IOBT	Trustee
Martin Caitlin	Bute Community Council	Watching Brief on behalf of BCC.
Agenda Items		
Item	Discussion	Decision & Actions(By)
Introduction		
ADJ		
1. Actions Outstanding Last Meeting. <ul style="list-style-type: none"> JM & MH. Investigate how we find owners of empty shops. JM. Investigate own-risk” parking – what are the rules? ADJ. Find charitable patron(s). 	<p>The Assessor’s Role is now available online. See: http://www.saa.gov.uk/dab-vjb/index.html</p> <p>MH had identified the owners of the land identified as a possible relief car park. POC within A&B Council required to discuss liability issue.</p> <p>MH also engaged with the Yost chain of empty shops.</p>	<p>MH to run with Empty Shops issue.</p> <p>MH will continue to run with car park issue – has identified landowners. Support by ADJ.</p> <p>All. Agreed to delay until Trust active. Lord Bute seen as the most appropriate trustee.</p>
2. Progress report: <ul style="list-style-type: none"> Implementation Plan. Website Update. Linkage with SURF 	<p>Website framework ready for population (population by ADJ initially – training to come from AW).</p> <p>Needs charity number and bank account to “go live”. In interim, decided to use the “info@” email address.</p> <p>Linkage with SURF discussed – see Item 7.</p>	<p>a. ADJ – training to come from AW</p> <p>b. IOBT email address – from AW to ADJ. (As soon as possible, please – a separate mailbox is urgently needed!).</p> <p>c. Facebook and Twitter details to AW – action ADJ. Afternote. A logo would be useful if AW has one.</p>

3.Next Steps #1: Legal Entity	<p>Draft constitution agreed in principal. Next step is signature of OSCR form (ID, supported by ADJ) and application for charitable (SCIO status).Decided to include an Equality & Diversity (E&D)Policy as hedge for future bids to, eg, Lottery funds,</p>	<p>Actions.</p> <ul style="list-style-type: none"> • ID to create paperwork (OSCR form) for establishment of IOBT. • ADJ to enable rapid signature. • ID. Continue to establish Bank Account
4. Trustees.	<ul style="list-style-type: none"> • Trustees content with 5 of 7 Trustees as quorum. • BCC to continue “watching brief”. • Visit Bute to continue watching brief but not to provide a trustee. • Should still seek Youth Trustee – youth engagement seen as crucial. Number of options discussed. 	<p>Actions. Youth Trustee. Options:</p> <ul style="list-style-type: none"> • Either: David McLaughlin – engaged by ID. • Or Rothesay Academy – engaged by PW. • Or Alisdair Reynold(sic) – engaged by MH.
5. Possible Additional Projects	<p>No project is a “bad project” – role of IOBT to sanitise some projects from their sponsors.</p>	<p>Actions.</p> <ul style="list-style-type: none"> • ADJ to circulate a list of known projects. (See attachment to this ROD). • All to suggest/amend/crosscheck list.
6. Plan for Bute?	<p>Discussion on role of SURF vis-à-vis BCC in engaging community. While understanding need for broad community engagement, IOBT may have a role to play in suggesting a way forward in advance of SURF becoming re-involved before summer 15.</p> <p>Decided to be pro-active in engaging SURF and (possibly) circulating a draft plan.</p>	<p>Actions.</p> <ul style="list-style-type: none"> • JM to engage with SURF(Brian McDonald) and enable meeting between by • ADJ to start a draft plan; all to contribute.

7. AOB	Useful and timely discussion of need for interim funding (requirement to walk before running!). However, needed potential projects for consideration before applying for funding. Provisional offer of funds from ForBute as seed capital.	Action. All to consider sources of funding (HIE, Common Good, Lottery, etc). .
8. Date of Next meeting.	14 May 1930, Black Bull Inn	

Draft Project List as at 30 Apr 15

Name of Project	Scope	Origin	IOBT Lead
Empty Shop-fronts	Filling empty shop-windows with mural/print to improve appearance of town. Needs agreement of landowner/selling agents.	Internal	MH
Own-Risk Car-Park	Using vacant land behind former Woolworth's building for an "austere" own – risk car park. Needs agreement of landowners, and tacit approval of A&B council.	Internal	MH
Skate Park	Uncertain need for a skate park – needs further investigation – Estimates £100k.	Nicola Jones	Nil
Renovation of Play Park at Port Bannatyne	Renovate play park at Port Bannatyne – needs further investigation – Estimates £50k.	Nicola Jones	PW