

# LDO report: 03/07/19

Updates	Notes/Questions
<p><b>PLOCK HUB</b></p> <ul style="list-style-type: none"> <li>• Pam and I went on a study visit to Kyle of Sutherland Hub (opened 2 years ago). Learning points:               <ul style="list-style-type: none"> <li>- they have several income streams – none of them are sustainable on its own</li> <li>- income streams: café, soft play (parent supervised, 46 kids capacity), second-hand clothes/point, multiuse room (used also as a café over-run), soft-play parties, gym (not supervised), room for appointments</li> <li>- café – they prefer to do it themselves as otherwise they wouldn't be able to control the quality and what's provided – it could affect their other income streams</li> <li>- café opening times: M – F full menu between 9am and 4pm, 4 – 7:45pm snacks &amp; drinks; Sat 10-5; Sun 10-3</li> <li>- soft play inspections: so far only £300-400 per year but will increase with age</li> <li>- soft play company – SP Global</li> <li>- no ball pits and electrical equipment in the soft play</li> <li>- soft play cleaning – daily for 30 min and weekly for 2 hrs</li> <li>- employ 5 staff members: café manager FT, café assistant FT, 2 x general assistants PT and cleaner PT</li> <li>- Big Lottery was the main funder – revenue funding over 5 years, decreasing funding, revenue money also covers running costs and hire room + staff costs for project applications</li> <li>- Need to be careful re: VAT – 20% of their income is commercial – they got professional advice to check every item of their project cost before applying for funding</li> </ul> </li> <li>• Kate Hathway will get a group of interested parents to investigate a space for kids/soft play area.</li> <li>• Meeting took place with MOWI, Paul Lynch and Dualchas on 2<sup>nd</sup> July to discuss everyone's plans in the area.</li> <li>• Roger Cottis has carried out the otter survey. He met with Dualchas to discuss the mitigation measures and submitted his draft report.</li> <li>• Drainage engineer (£1k) and Transport Impact Assessment (£5k) were added to the project cost as well as the pod designs (£1.5k + VAT per pod). The project cost (based on 3 design types for pods) is £33,758. I asked HIE to provide 58.2% intervention - £19,647. In this scenario KLCT will contribute £8,361 to this project.</li> <li>• How many pod types would you like? I would suggest the ones in bold.</li> </ul>	<p><u>Do you agree with Dualchas doing the designs for pods? Y/N</u></p> <p><u>Potential accommodation pods' types:</u></p> <ul style="list-style-type: none"> <li>- 1 accessible for 2 people (double/twin bed)</li> <li><b>- 1 accessible for 4 people (double/twin bed + bunk bed)</b></li> <li><b>- 3 for 2 people (double/twin bed)</b></li> <li><b>- 2 for 4 people (double/twin bed + bunk bed)</b></li> </ul>

<p><b>WILDLIFE HIDE</b></p> <ul style="list-style-type: none"> <li>• Roger Cottis has advised to change the location of the wildlife hide, which will be specified in his report.</li> </ul>	
<p><b>LOCHALSH CONSULTATION</b></p> <ul style="list-style-type: none"> <li>• Robert Muir, on behalf of HIE and the Community Planning Partnership, confirmed their support for our project.</li> <li>• Application to Investing in Communities Fund was submitted on 13<sup>th</sup> June asking for ~£109k - 2.5 years of a Project Officer (4 days/wk), some of my time and all delivery costs.</li> <li>• The Working Agreement has been signed by 14 organisations.</li> <li>• I went to the SCDC learning exchange in Glasgow.</li> </ul>	
<p><b>ACTIVITIES</b></p> <ul style="list-style-type: none"> <li>• I attended a meeting with Ailsa Villegas (Highland Green Health Partnership), Dr Kelly Boyd (Kyle GP Practice) &amp; Jean Macrae (NHS) to discuss having Kyle/Lochalsh/Kyleakin as a pilot area to test social prescribing of green health activities.</li> <li>• The area covered by Kyle Medical Practice has been chosen as one of the pilot sites. The project will start in September.</li> </ul>	
<p><b>NEW STAFF MEMBER</b></p> <ul style="list-style-type: none"> <li>• David O'Donnell has accepted the post of a Book-keeper / Administrative Assistant and started working on 1<sup>st</sup> July.</li> </ul>	
<p><b>OSCR</b></p> <ul style="list-style-type: none"> <li>• We are updating information about our charity – the passed Special Resolutions</li> </ul>	<p>Can you approve the Toll Office as a new address?</p> <p>One Trustee has to sign the OSCR document.</p>
<p><b>CAR CHARGING POINT</b></p> <ul style="list-style-type: none"> <li>• We've been awarded full funding equalling £55,600.46 and I will accept it on KLCT's behalf if you are ok with it.</li> <li>• We need to issue a purchase order by 31<sup>st</sup> July and spend the money by 21<sup>st</sup> October.</li> <li>• However, we are waiting to see if we can access the little building behind the Toll Office to upgrade the transformer. It's likely that it belongs to SSE but Transport Scotland also said that it belongs to Scottish Ministers so we are waiting to see which one is the case.</li> <li>• Our quote for upgrading the transformer by SSEN expired and we requested a new one. It's likely that the cost will increase.</li> <li>• The rest of documents for the planning application have been submitted and everything was paid for.</li> </ul>	
<p><b>PAYPAL</b></p> <ul style="list-style-type: none"> <li>• It turned out that the PayPal account Bob Anderson has set up for KLCT in Spring 2018 was actually on his name and is linked to his account. We are in the process of creating our own account.</li> </ul>	<p><b>Pam and Siobhan to meet on Friday.</b></p>