

**DORNOCH BID BOARD MEETING, 7pm Monday 1 September, Dornoch Hub.
MINUTES OF MEETING.**

IN ATTENDANCE: Ginny Knox (**GK**), Jo Johnston (**JJ**), Catherine MacCulloch (**CM**), Sharon Mackay (**SM**), Gareth Dixon (**GD**), Claire Bruce (**CB**)

APOLOGIES: Robert Smith (**RS**), Colin Thompson (**CT**), Jim McGillvray (**JMcG**)

	ITEM	DISCUSSION NOTE	ACTION
1	Matters/Actions arising from last minutes	Highland Broadband (HB) – SM to get update from HB regarding uptake of service offer by businesses. Dornoch Town Wi-Fi – Connection location has been agreed with the Castle Hotel. SM to get update. Jobs Page – CB to include a link on our website to new ‘Live North’ site once it is live. Opt-in fees table approved last month to be actioned ASAP – ongoing. Christmas Party – Date to be promoted asap as a ‘Save the Date’. Members’ Meeting – date of 16th October to be promoted asap. Place Plan – GK to speak to Lou Rollason about PP. Signage – SM to rewrite application to Common Good Fund in time for submission to the September CC meeting. SM to visit new owners of the Spar to discuss banners. SM to share with Directors the draft town map for feedback. Adoption of minutes - Proposed CM, and seconded JJ	SM SM CB SM SM SM GK SM
2	Finance - monthly report	Current balance of £55,827. JJ to investigate high interest account with Bank of Scotland. Income now split between relevant area i.e. - Dornoch BID Ltd We Are Dornoch Dornoch Gatherings Levy Payments - JJ to confirm outstanding levy income with Highland Council. Details of outstanding payments to be sent to SM. Director Identification Verification – all Directors to complete asap. Public Liability Insurance – has been secured, so we are covered for Town Tidies, events, light shows etc. SM to share where required. Grant Funding - £4,300 secured from Highland Council Strategic Event Fund for AHFF. To be used for promotional collateral and social media campaign.	JJ JJ/SM ALL SM
3	Dornoch Gatherings	Dornoch Gatherings is a new project designed to raise funds for Dornoch Cathedral by hosting a series of cultural events utilising the Cathedral as the venue. The aim is to build Dornoch’s reputation as a cultural event location and thus attract additional visitors to the town. Dornoch BID have been asked to provide a short-term banking	

		'home' for DG to allow the project to get off the ground. Income is from 'Friends' of the scheme who pay either a Gold (£1000) or Silver (£500) sponsorship per year for three years. The funds will be moved out of the BID's account before our financial year end. This was discussed and agreed by the Board. JJ is organising the accounts to show the DG income separately.	
4	We Are Dornoch	The Town Tidy event was used as a trial to launch WAD. The initial crowd funding effort raised £974. A meeting was held with the boards of DADCA and DACIC to discuss the distribution of future funding for relevant town-improvement schemes. All were in favour. In order to avoid the creation of yet another Dornoch organisation, a proposal is being developed to have DADCA host the scheme, as it is an existing charity.	
5	Town Tidy	A shed behind the Courthouse building has been offered for secure storage of tools and equipment for the Town Tidies. Many thanks to Phil Scott for this. There are now sign-in sheets and a quick safety briefing will be held at the start of each Town Tidy. High Viz vests and protective gloves have been donated by Ewan Macleod and his company, Hi-Safe Ltd. A very big thank you to him.	
6	Marketing: Website & Social Media activity/report	Elastic Creative's monthly report was shared. Continued improvements across all website stats, however organic social media traffic to the site needs improvement. A three-month social media schedule has been created and will be underway later this month. The PR brief had a good response from two agencies, however the budget required for this work is more than the BID can afford at the moment. Alternative PR approaches are therefore being explored. The website is being developed for promotion of the Autumn Highland Festival Fortnight, with the events being added as they are confirmed.	CB CB CB
7	Autumn Festival	Programme has events scheduled for each day of the two-week festival. History tours, workshops, re-enactments, supper clubs, seasonal menus, cookery demo, discounted tee time fees and a fashion show. SM to finalise all details for marketing. Next Spring festival is on the radar already and details should be confirmed asap.	SM SM
8	BID Directors	It was confirmed that John Duhigg has stepped down as a BID Director due to other commitments. We are therefore seeking at least one replacement Director, with room for more.	ALL

8	AOB	Food Bank – The Food Bank is to close. BID aware that their members could possibly help with an alternative scheme. GD to speak to the current providers to ask what help is required. First Aid – Online course to be undertaken by Directors, so we have qualified first aiders on Town Tidies etc. Names to JJ. St Gilbert Street Trees – SM to chase HC regarding pollarding of lime trees to the rear of Surf & Turf, Luigi's and Dornoch Stores. Dornoch Organisations - GK to create an Organisational Chart of the various Dornoch-based community committees, to show various responsibilities of each. Telephone Boxes – Question was raised of the traditional red telephone boxes in the Square next to Aspen Spa. Potential uses for 2026? SM to find out regarding ownership.	GD ALL/JJ SM GK SM
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NEXT MEETING – 7pm, Mon 22nd September, Dornoch Hub.