

**DORNOCH BID BOARD MEETING, 7pm Monday 28<sup>th</sup> April, Dornoch Hub.**  
**MINUTES OF MEETING.**

**IN ATTENDANCE:** Ginny Knox (**GK**), Gareth Dixon (**GD**), John Duhigg (**JD**), Claire Bruce (**CB**), Jo Johnston (**JJ**) Colin Thompson (**CT**), Catherine MacCulloch (**CM**), Sharon Mackay (**SM**).

**APOLOGIES:** Jim McGillvray (**JMcG**), Robert Smith (**RS**).

	ITEM	DISCUSSION NOTE	ACTION
1	<b>Dornoch Airfield Issues</b>	<p>Capt. Hugh Urquhart joined the meeting via zoom to answer some questions raised by the community and to give more background on the proposed lease of Dornoch Airfield. JD said that communications had been disappointing and asked for more clarity on behalf of the community.</p> <p>Following discussions, the Board unanimously agreed to support the airfield, but also said they would like to see better/sympathetic communications with the community, and would be happy to try and help.</p>	<b>GK</b>
2	<b>Matters arising from previous minutes</b>	<p><b>Town Tidy</b> - Taking place on 6<sup>th</sup> May there are 10 volunteers so far. HC to provide bins/gloves etc. SM to confirm no's for catering with CT. Free pizza to the volunteers at 7pm at the Castle. Thanks!</p> <p><b>Town Warden</b> - GK said that in response to the overflowing bins agreement has been reached to submit a join application for a summertime town warden (jointly with DACC and possibly DACIC). SM to submit the application to CC on 21<sup>st</sup> May.</p> <p><b>Highland Broadband (HB)</b>– The new offer will be shared soon and SM to finalise wording with HB and share details in the Newsletter.</p> <p><b>Dornoch Town Wi-Fi</b> - SM advised that HB spoke with Rapier to progress checking if the equipment still works. CT to liaise with HB to allow the internet supply to be checked/upgraded FOC by HB.</p> <p><b>Grant Funding Application Updates</b> – CB applied to the Scottish Building Society for totem pole funding. GK is working on a Scotland Food and Drink application for the autumn festival. Applications for Digital Marketing, Shop Frontage Grants, Autumn 25/Spring 26 Highland Festival Fortnights/ Maps are all being submitted to various Funding bodies (CGF, NHI, HTSI).</p> <p><b>Merchandise</b> – JJ and JD and GD to investigate possibility of creating Dornoch BID merchandise which will sell in Dornoch Stores/The Chemist to help bring in funds for the BID. The merchandise could also be sold at a stand at The Sutherland Show/Markets.</p> <p><b>Opt In Members</b> – SM to amend the Opt In table and once GK has confirmed it looks correct SM will ask JD and CT for comment.</p> <p><b>Self-Catering Meeting</b> – Postponed until training is arranged.</p> <p><b>Members Meeting</b> – CT suggested changing the date of the meeting as there is a big event in town on 15 May. It was agreed to re-schedule to the 20<sup>th</sup> May. SM to check with RDGC for venue.</p> <p><b>Retailers Meeting</b> – It was agreed that all members should be encouraged to attend the meeting on the 20<sup>th</sup> May rather than have a separate retail meeting. SM to email retail members and ask if there are specific areas they would like BID to help with. CM suggested that the Town Tidy/Shop Front Grants should be included in the agenda for the 20<sup>th</sup> to help encourage greater attendance form this sector.</p>	<p><b>SM/CT</b></p> <p><b>SM</b></p> <p><b>SM</b></p> <p><b>CT/SM</b></p> <p><b>GK/CB/SM</b></p> <p><b>JJ/GD/JD</b></p> <p><b>SM</b></p> <p><b>SM</b></p> <p><b>SM</b></p>

		<b>Adoption of previous minutes</b> - Proposed <b>JD</b> , and seconded <b>GD</b> .	
3	<b>Website activity/report</b>	<p><b>Self-catering website</b> – GK said that following a good sub-meeting on this subject, it was decided not to progress a booking system for accommodation members. It was agreed that support will be offered to improve social media skills/tips to attract more direct bookings etc. SM to send a survey to clarify the top three areas to focus on.</p> <p><b>Potential jobs/vacancies page?</b> Agreed to encourage members to post jobs on “Live North” and “This is Dornoch” will have a link to this site. BID will share the link on our social channels to encourage people to search for and advertise jobs there.</p>	<p><b>SM</b></p> <p><b>SM/CB</b></p>
4	<b>Finance - monthly report</b>	<p><b>“Budget” expenditure/plans for 2025/6</b> Highland Council had paid the 90% levy fee slightly early which was helpful</p> <p>GK shared a presentation on a <b>‘Budget’ for Dornoch BID 25/26</b> GK explained the year 1 actual spend and grant money etc received. and year 1 achievements as well as strategic direction going forward. Board agreed this was correct direction and noted that significant grant moneys would be needed to achieve all the projects which are on our “wishlist”</p> <p>The spirit of this presentation is to be shared (with less numbers) with all members at 20<sup>th</sup> May Business Briefing.</p> <p><b>Legal issues, email footers etc.</b> JJ said that under the UK companies Act 2006, the BID Directors and staff need an email disclaimer. JJ to send to the Board to copy and paste into own settings.</p>	<p><b>GK</b></p> <p><b>JJ</b></p> <p><b>ALL</b></p>
5	<b>Members Meeting</b>	General Meeting 20 May – GK advised that we will share a draft of what we would like to talk to members about and comments are welcome.	<b>GK/ALL</b>
6	<b>Events Update</b>	SM said surveys are going out and an update will be given at the next meeting on the Spring Highland festival Fortnight.	<b>SM</b>
7	<b>AOB</b>	<ul style="list-style-type: none"> <li>Beer Festival – SM to contact Kenny for more background on the event.</li> <li>SM wanted to note that the flowers are looking great in town and to thank the Flowers and Fairs team.</li> <li>CB asked for any update on the 10<sup>th</sup> Whisky Festival Anniversary for the This Is Dornoch website. CT said that he and Lou will speak with SM to share more details.</li> <li>GK went to a meeting in Golspie regarding Highland Council’s Sutherland Place Plan. The Dornoch Place Plan is being progressed by Lou. GK to ask Lou to come and give an update so BID can have some input.</li> </ul>	<p><b>SM</b></p> <p><b>CT/SM</b></p> <p><b>GK</b></p>

**NEXT MEETING** – 7pm, Mon 28 April, Dornoch Hub.