

**Kinghorn Community Land Association**  
**Minutes of Directors meeting, 6<sup>th</sup> March 2008**  
**7.30pm at Kinghorn Sailing Club**

Present: C Mitchell, Cllr S Leslie, R Ramage, E Campbell, R Ramage, J Farr,  
R Brewster

Apologies: J Lancaster

**2. Minutes of last Board meeting**

The minutes were proposed by J Farr and seconded by E Campbell.

**3. Matters arising**

K6a - new lead officer was now in place, Elisabeth Cooke. Team leader for officer was now Stuart Wilson. *Cllr S Leslie offered to inform the lead officer of KCLA's interest. C Mitchell to email a reminder to Cllr S Leslie.*

Susan Muir had contacted Champions of Community engagement to determine whether any one of them would be willing to volunteer to audit all KCLA's consultation to date.

**4. Feasibility Study Stage 1 progress.**

a) Report & appendices – circulation. The Committee approved Stage 1 of the Feasibility Study. *C Mitchell to email Cllr S Leslie with appendices which are to be distributed to Ron Edward, George Kay & Mary Siskou.*

*J Lancaster to be asked to put Study on website.*

*The committee decided how the report should be distributed to ensure that stakeholders were able to access it.*

b) Invoices

*E Campbell to pay all 3 consultants.*

**5. Stage 2 Feasibility planning & funding**

a)Quote for Stage 2 – the committee were happy with the quote received.

b)Brief – *Board to feed back to C Mitchell by 13/03/08 with suggestions for Stage 2 brief.*

c)Possible partnership with The Ecology Centre – no correspondence had been received to date.

d)Funding

i BDT – C Mitchell reported on the meeting with BDT and feedback. BDT willing to fund i) and ii) on list of Core Tasks of Stage 2 feasibility study. Results to be presented to June BDT committee meeting. Steve Westbrook is able to start this immediately. *Committee agreed to commence these tasks.*

ii)Lottery Investing in Ideas – R Brewster reported that this was in progress

iii)Common Good application - J Farr reported that this was in progress.

iv)Other funders and non financial resources – other funders may need to be approached. *C Mitchell to contact Stuart Nichol of Fife Council to inform him of the work of KCLA.*

**6. Audit of consultation activity**

Discussed under matters arising

**7. KLUG membership**

*R Brewster to ask KLUG again why KCLA were unable to become members.*

**8. Correspondence**

*Inland Revenue – R Brewster to forward to E Campbell*

**9. Members**

a) Approval of new members – *R Brewster to pass an application onto C Brown.*

**10. Communications, consultations and website**

*R Ramage circulated draft of March 2008 update. Committee members to feedback with any changes by 13/03/08.*

**11. Board membership**

The link with Cllr S Leslie was discussed. It was decided that it was a very positive link with the ward Councillors. *C Mitchell to inform Cllr S Leslie that ad hoc attendance would be useful when either matters that KCLA think are of interest or Councillors think are of interest to discuss.*

It was decided to co-opt M McMillan onto Committee on his return.

**12. AOCB**

A change of address for the registered office was required, R Brewster to attend to. *C Mitchell to send R Brewster updated contact list.*

Signatories on bank account to be updated to: R Brewster, R Ramage, E Campbell, C Mitchell and J Lancaster. *E Campbell to co-ordinate.*

**13. Date of next meeting:** 3<sup>rd</sup> April 2008.