

**MINUTES of MEETING of OBAN COMMON GOOD FUND held in the MUNICIPAL BUILDINGS, OBAN on THURSDAY, 27 AUGUST 2015**

**Present:** Councillor Elaine Robertson (Chair)

Councillor Neil MacIntyre                      Councillor Alistair MacDougall

**Attending:** Shirley MacLeod, Area Governance Manager  
David McGregor, Simmers & Co

**1. APOLOGIES**

Apologies were received from Councillor Iain Angus MacDonald and Marri Malloy, Chair of Oban Community Council.

The Chair welcomed David McGregor of Simmers and Co, who replaces Andy Newiss of R A Clement Associates to his first meeting of the Oban Common Good Fund.

The Chair ruled and the Trustees agreed to take the agenda items out of sequence in order to allow David McGregor to observe discussions of the applications for Hope Kitchen and Oban Tennis and Squash Club and thereafter leave the meeting for the remaining items. This was to enable him to give advice on a specific aspect and to allow him to observe the manner of the business in which the fund is conducted.

**2. DECLARATIONS OF INTEREST**

There were no declarations of interest intimated.

**3. MINUTES**

**(a) Oban Common Good Fund Workshop - 21st May 2015**

The Minutes of the Oban Common Good Fund Workshop held on 21<sup>st</sup> May 2015 were approved as a correct record.

**(b) Oban Common Good Fund meeting - 21st May 2015**

The Minutes of the previous Oban Common Good Fund held on 21<sup>st</sup> May 2015 were approved as a correct record.

**4. UPDATE ON WORKSHOP**

The Area Governance Manager gave an update to the Trustees on actions carried out since the Oban Common Good Fund Workshop meeting on 21<sup>st</sup> May.

A new application form model template was considered by the Trustees. The Area Governance Manager confirmed that this could be sent to applicants to help them fill

out their application and that this information will also be added to the Councils Website.

The Area Governance Manager advised that changes had been made to the application criteria at paragraph 3, to include the word “normally” in the following paragraph:

“Subject to 1 and 2 above, applications will be considered from individuals and properly constituted voluntary or charitable organisations for funding towards ‘one-off’ projects. Applications for routine operational costs / core funding will not normally be considered. Regular applications from organisations will only be considered where such applications form part of a defined development plan or growing project.”

The Area Governance Manager also advised that changes had now been made to the distribution policy at point 10, advising that Trustees welcome applications of up to £1,000.

The Trustees noted that a box for applicants email addresses was now on the application form and a new standard acknowledgement letter has been completed which will allow us to contact them within 2 working days of the meeting to let them know the outcome of their application.

The Area Governance Manager confirmed that the website had now been updated which included details of awards which have been made so members of the public are aware of where the money is going.

The Trustees considered an updated End of Project Monitoring form which had more information for applicants to fill out.

The Trustees had a discussion on the new logo which had been created. The Area Governance Manager noted comments made by members of the fund and agreed to email a couple of new examples of the logo for members to agree for use.

The Trustees found the workshop on 21<sup>st</sup> May very useful and agreed to hold another one in 2017.

## **5. CORRESPONDENCE**

### **(a) GRAB TRUST**

The Trustees received a thank you letter from the GRAB Trust, thanking the Oban Common Good Fund for the £3,000 which they used to purchase a replacement van for use at the Lorn and Oban Re-use initiative (LORI) based at the Moleigh Site, Oban.

#### **Decision**

The Trustees noted the information contained in the letter.

## **6. ACTUAL INCOME EXPENDITURE REPORT**

A financial statement detailing the current position of investment transaction for the period 1<sup>st</sup> April 2015 to 24<sup>th</sup> May 2015 was considered.

## **Decision**

The Trustees noted the information provided.

(Ref: Financial Statement by David McGregor, Simmers and Co dated 27<sup>th</sup> August 2015, submitted).

## **7. OUTSTANDING COMMITMENTS**

The Trustees noted the outstanding commitments to date and noted that there are no outstanding commitments to the Oban Common Good Fund.

## **8. NEW APPLICATIONS**

### **(a) APPLICATION SUMMARY**

The Trustees noted the application summary for the continued and new applications.

### **(b) HOPE KITCHEN**

The Trustees considered an application from Hope Kitchen.

#### **Decision**

The Trustees agreed to disperse £3,000.

### **(c) OBAN TENNIS AND SQUASH CLUB**

The Trustees considered an application from Oban Tennis and Squash Club.

#### **Decision**

The Trustees agreed to disperse £2,500 subject to receiving more information on income.

David McGregor of Simmers and Co left the meeting and took no part in the discussion of the remaining applications.

### **(d) OBAN WINTER FESTIVAL**

The Trustees considered an application from Oban Winter Festival.

#### **Decision**

The Trustees agreed to disperse £2,000 plus a £1,000 underwrite for lighting of the tower.

### **(e) LOCAL ORGANISING COMMITTEE - MOD NAISEANTA RIOGHAIL AN OBAIN**

The Trustees considered an application from the Local Organising

Committee – Mod Naisenta Rioghail An Obain.

**Decision**

The Trustees agreed to disperse £500.

**9. CONTINUED APPLICATIONS**

**(a) SOROBA YOUNG FAMILY GROUP**

The Trustees considered an amended application and letter from Soroba Young Family Group.

**Decision**

The Trustees agreed to write to Soroba Young Family Group asking them to provide further information which they have not yet supplied in relation to their application.

**10. DATE OF NEXT MEETING**

The next Oban Common Good Fund meeting is scheduled for Thursday 19<sup>th</sup> November 2015 at 10:30am in the Corran Halls, Oban.