

**BID BOARD MEETING, 7pm Monday 7<sup>th</sup> October, the Dornoch Hub.**

**NOTES & ACTIONS FROM MEETING.**

**IN ATTENDANCE:** Ginny Knox (**GK**), Kyle MacKay (**KMacK**), Watson Bell (**WB**), Catherine MacCulloch (**CM**), Jim McGillvray (**J McG**), Gareth Dixon (**GD**), John Duhigg (**JD**) and Claire Bruce (**CB**)

**APOLOGIES:** Mark Grant (**MG**) and Robert Smith (**RS**)

	ITEM	DISCUSSION NOTE	ACTION
1	Articles of Association	Now completed	
2	Matters arising from previous minutes	<ul style="list-style-type: none"> <li>Inpost lockers – they have confirmed that the north of Scotland is a priority area for introduction of new lockers. <b>CB</b> will continue to chase.</li> <li>Possible ownership of scrubland at Retail Park to be raised with DACIC.</li> <li>Town clean up - Skibo has kindly offered use of a SkyVac to aid cleaning of guttering. Scheduled for 2<sup>nd</sup> week of October – <b>KM</b> to liaise with <b>CB</b>.</li> <li><b>JMcG</b> to draft letter to planning dept at HC regarding Davochfin Farm campsite issue.</li> <li>Highland Broadband offer – potential issue of VAT cost for non-vat registered businesses. <b>CB</b> to liaise with them to find resolution. HB have also agreed to re-establish Dornoch’s town wifi. <b>CB/JM</b> are liaising with them and HC on use of existing network via Rapier Systems who installed equipment.</li> <li><b>WB</b> is to step down as a Director at the end of October. <b>GK</b> thanked him for his time and efforts on the BID Board. <b>GK</b> confirmed that <b>CB</b> has agreed to become a director once new manager is in post on the 4<sup>th</sup> November.</li> <li>Christmas party information has been sent out to businesses, along with follow up to confirm the second night has been moved to the following Saturday, instead of the Friday night. <b>CB</b> to send another chase up before making a decision as to whether to hold a second night or not.</li> <li>Furnished Holiday Lets tax changes – information to be sent out to self-caterers.</li> <li>Meeting with other voluntary groups went ahead, with <b>GK</b> meeting with DACIC, DACC and DADCA. A follow up to be held to discuss events will be held in November.</li> <li>Offer of insurance review by Macdonald Group to be sent out towards end of October once broker is back from holiday.</li> </ul>	<p><b>CB</b></p> <p><b>CB</b></p> <p><b>KM/CB</b></p> <p><b>JMcG</b></p> <p><b>CB/JMcG</b></p> <p><b>CB</b></p> <p><b>CB</b></p> <p><b>GK</b></p> <p><b>CB</b></p>
3	Adoption of previous minutes	Proposer CM, seconded WB	-
4	Finance	<p>£2,000 grant from NHI received for Food on the Firth event Application to Scotland Food and Drink for £3,000 for next April’s event still to be decided. <b>GK</b> is chasing.</p> <p>£2,400 of voluntary levies have been invoiced to date. <b>CB</b> to compile full list of businesses to be approached.</p> <p>New Bank cards to be requested to replace current card registered to previous director.</p>	<p><b>GK</b></p> <p><b>CB</b></p> <p><b>GD/MG</b></p>

5	Website	<p>Website was launched on 19<sup>th</sup> September.</p> <p>New blog posts to be written – list of suggested subjects provided by SEO manager. <b>CB</b> to share to directors and ideas for potential writers to be sent to <b>CB</b>.</p> <p><b>CB</b> to chase designer for quote for self catering booking engine for site.</p>	<b>CB</b>
6	Social Media	<b>GK</b> and <b>CB</b> to tick Visit Dornoch accounts along during October until BID manager starts.	<b>GK, CB</b>
7	New BID Manager	<p><b>GK</b> confirmed that the new BID Manager is Sharon Mackay from Inverness. Sharon was Inverness Town Centre Manager, and established Scotland's first Farmers' Market. She was then Inverness City BID manager (first BID in Scotland) and currently works for Inverness Loch Ness Tourism BID in their membership department. She is due to start with Dornoch BID on the 4<sup>th</sup> November.</p> <p>An office space in Dornoch to be sourced.</p>	<p>Info</p> <p><b>CB</b></p>
8	Autumn/Spring Events	<p>The BID has organised some food and music events to coincide with Dornoch Whisky Festival at the end of Oct. Full details are advertised on the website and via social media.</p> <p>History dept at UHI have agreed a trial run of talks and workshops during April ahead of full roll out of Sutherland Friendship Weeks in Oct 2025. <b>GK</b> in discussions regarding details that can be promoted for Oct 2025.</p> <p>Meeting with event sub-committee was held to agree plan for promotion of SFW 25. Details will go online ready for promotion in Canada and North America. Letter of introduction has been sent by provost Cath Macangus to key figures in Glengarry area of Ottawa.</p>	
9	Signage	<b>CM</b> and <b>JD</b> have met to discuss. A full outline project brief will be put together ready for next month's meeting.	<b>CM</b>
10	Parking	<b>JMcG</b> proposed a meeting with Highland Council, The BID and DACIC to discuss the ongoing parking issues and proposed yellow lining project. <b>JMcG</b> to organise meet in Dornoch.	<b>JMcG</b>
11	AOCB	<p>BID to offer to attend meeting between Dornoch Caravan Park and Highland Council on the subject of the campervan pass scheme.</p> <p><b>CM</b> noted that Visit Scotland had published guidance for proposed Visitor Levies online <a href="https://www.visitscotland.org/supporting-your-business/advice/visitor-levy">https://www.visitscotland.org/supporting-your-business/advice/visitor-levy</a></p>	<p><b>CB</b></p> <p>Info</p>

NEXT MEETING – Monday 4<sup>th</sup> November, 7pm, Dornoch HUB.