



Annual General Meeting – 19th November 2016 Caithness Horizons Museum

Annual General Meeting called to order at 7.03pm by CBP Chair Kenneth McElroy

In Attendance: CBP Board of Directors

Joanne Howdle (Secretary)	Iain Maclean
Kenneth McElroy (Chair)	Alex Paul
Karl Rosie	Chris Sinclair
Jill Smith (Treasurer)	

In Attendance: CBP Members

Gavin Bell	Ryan Campbell
Peter Darmady	Lydia Fensome
Michael Matheson	Nicol Maclean
Ryan Maclean	Sandra Maclean
Alan McIvor	Angela Nicolson
Keith Nicolson	Sandra Ownsnett
Lisa Poulsen	Fiona Ritchie
Janice Smith	Laura Smith
Ben Swanson	

Apologies For Non-Attendance: CBP Members

Paul Cannop	Wendy MacPhedran
Annette McElroy	Ewan McElroy
Ian McElroy	Neil McElroy

Charity Status

On the 29th January 2016 Caithness Broch Project was awarded charity status by the Office of the Scottish Regulator (OSCR). CBP's Scottish charity number is SC046307.

Chair's Update & Annual Report

Chair Kenneth McElroy stated that 2016 had been an incredibly productive year for the Caithness Broch Project. Activities included the delivery of talks and outreach activities, the development of interpretative panels for three broch sites and an accompanying broch trail leaflet, expansion of CBP membership to circa 350

members and raised awareness of the CBP 'brand' through newspaper articles in The Scotsman, The Times, The National and through TV outlets such as the BBC Landward programme.

Kenneth McElroy explained that the CBP team had been expanded in order to take the project forward into the next phase. He also explained that in order to demonstrate community demand and need for CBP that the team were planning a range of activities to celebrate the Scottish Government and EventScotland's Year of History, Heritage and Archaeology in 2017. If the funding required is secured CBP will deliver a Caithness Archaeology Festival, which will include a broch temporary exhibition at Caithness Horizons Museum the centrepiece of which will be the much-anticipated Lego Broch, built by Brick to the Past and which will also be the focus of Curriculum for Excellence primary school workshops. The Caithness Archaeology Festival will also include a programme of archaeological investigation at three broch sites across the county delivered in partnership with the Archaeology Institute at the University of the Highlands and Islands and the Orkney Research Centre for Archaeology. CBP are also working with Historic Environment Scotland to consolidate and conserve Ousdale Broch.

In terms of the long-term goal of building a replica broch as a tourist attraction funding has been secured to work with North Highland Initiative and CBP hope to appoint heritage expert Alan Jones (subject to a tendering process) to undertake a feasibility study regarding the long-term sustainability and public demand for a new broch themed visitor attraction. This phase of the project will also comprise an options appraisal of potential locations for the replica broch to be built and the development of a business plan to take the project forward to the next phase of securing the funding required to actually build the replica broch and associated visitor attraction.

The Chair's Update & Annual Report were proposed by Jill Smith and seconded by Karl Rosie.

Financial Statement

Jill Smith CBP's Treasurer presented the Report of the Directors and Financial Statements for the Year ended 31st October 2015. Jill Smith explained that since this was the first year of CBP's activities that the financial accounts were very spare. During the financial year ended 31st October 2015 CBP's turnover was £110.00 with an expenditure of £105.00 leaving an operating profit of £5.00. Accounts for the year ended 31st October 2016 will be more comprehensive as grant aid is secured for projects with matching expenditure.

The Financial Statement was proposed by Joanne Howdle and seconded by Kenneth McElroy.

Retiral and Election of Directors

Kenneth McElroy explained that CBP's Memorandum and Articles of Association in regards to the appointment of Directors states that "*Any Director appointed during the period since the last AGM should retire at the first subsequent AGM but if eligible should stand for re-election*" which meant that Joanne Howdle and Karl Rosie were standing down as CBP Directors at the AGM. Kenneth McElroy asked the CBP members present at the AGM if they would like to appoint anyone to replace Joanne Howdle and Karl Rosie. No nominations were forthcoming therefore Kenneth McElroy asked that **Joanne Howdle be re-appointed this was proposed by Jill Smith and seconded by Iain Maclean. The motion to re-appoint Karl Rosie was proposed by Chris Sinclair and seconded by Jill Smith.**

Any Other Business

Peter Darmady stated that the idea for the construction of the replica broch was a curious mix of archaeology and new construction and asked how the archaeological heritage was going to be underpinned in the new visitor attraction. Kenneth McElroy stated that the location of the replica broch had yet to be determined and that it might eventually be built beside the archaeological remains of a broch. Joanne Howdle stated that CBP were considering becoming an Accredited Museum in order for them to bid for Treasure Trove material unearthed as part of the archaeological activities planned for the Caithness Broch Festival which would then form part of the interpretation in the visitor attraction associated with the replica broch. Iain Maclean explained that the team were working very closely with archaeological illustrator Alan Brady who worked on the Old Scatness Broch excavations in Shetland and Dr Dimitris Theodossopoulos, Lecturer in Architectural Technology and Conservation at Edinburgh College of Art to ensure that the replica broch is authentic and a visitor attraction in its own right.

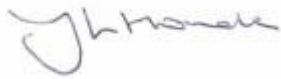
Nicol Maclean asked if the Caithness Chamber of Commerce had offered any advice and support to the Caithness Broch Project since this was an important development for tourism in Caithness. Iain Maclean explained that until CBP had secured Scottish charity status and had a business plan in place that the Chamber of Commerce could only offer limited support but that channels of communication were open. Lisa Poulsen suggested that an approach was made to Trudy Morris at the Caithness Chamber of Commerce with an offer from CBP to be the guest speaker at the Chamber's annual business dinner. In this way CBP may be able to attract corporate sponsorship for some of its activities and/or support in kind.

Alan McIvor suggested that an additional project for CBP would be to create a good quality guidebook to interpret the broch sites in Caithness for visitors and local people alike. He stated that in his experience this would cost around £1,500.00 but would be something CBP could fundraise for and would also make them a profit.

Fiona Ritchie stated that the CBP team were doing a good job and that they had lots of community support going forward into the future.

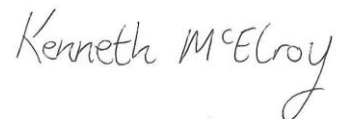
Annual General Meeting adjourned at 8.33pm.

AGM Minutes Issued By:



Secretary

AGM Minutes Approved For Issue By:



Chair

Date Minutes Approved For Issue: 4th January 2017.