

**Mull and Iona Community Trust**  
**Minutes for the 213<sup>th</sup> Board Meeting**  
**An Roth Community Enterprise Centre, on Monday 14<sup>th</sup> December 2015**

**Meeting Started at 19:30**

**Present:** Neal Goldsmith (NG), Sandy Brunton (SB), Rob McManaway (RMcM), Derek Crook (DC), Chris Baker (CB), Alexa Kershaw (AK), Andrew Robertson (AR), Jodi MacLeod (JM), by phone - Carolyne Charrington (CC).

**In Attendance:** Moray Finch (MF) and Mairi Greig (MG)

**1. Welcome, Apologies and AOB**

- Chair, SB welcomed everyone to the meeting and thanked everyone for coming.
- Apologies were received from: Barbara Whyte, Caroline Wood, Maureen Dehany.
- Any other business:

**2. Approve Minutes of 5<sup>th</sup> October 2015**

**2.1** Review actions from previous minutes- covered in the agenda.

**2.2** Matters arising:

- Item 2 - MF, NG and Sian Scott went to Glasgow to give presentation at Crerar Hotels Trust for an intergenerational project which went well. Have been awarded £5k, rather than £25k. SS applying to Creative Scotland to make up shortfall for project.

**2.3** Approval of previous minutes: proposed by AR, seconded by CB.

**2.4** Co-opt directors onto board and election of office bearers –

Neal Goldsmith – NG no longer Community Council, has wide business and financial experience – proposed SB, seconded CB. Co-opt Jodi MacLeod – help the age demographic and gender imbalance on board, housing skills – proposed NG, seconded CC. Office Bearers: Convenor: SB proposed by AK and seconded by CB. Vice convenor: AR proposed by RMcM, seconded by CB, DC proposed by AK and seconded by SB. Company Secretary: CB proposed by NG, seconded by AR. Treasurer: RMcM proposed by CB, seconded by DC. As things currently stand we have no representation from Mull Community Council. MF to write to Billy McClymont regarding this.

**3. Declarations of Interest**

- NG – Reconfirmed a possible conflict as Manager of Mull and Iona Community Swimming Pool and also sits on panel for Government Procurement of ferry tender.

**4. Finance Update**

4.1 Finance report – no full finance report available, but VML has reported that there are currently no cashflow concerns.

**4.2 Membership Number is 314**

- New members: Annie & Norman Hickson (5 year), Mairi Greig (5 year), Richard & Liz Hallam (1 year).
- Recent renewals with 1 year membership: Brian & Lorraine Jones, Mike Story, Effie Cruden, Derwyn Hewitt, Terry Hegarty, Jodi MacLeod, Jean Lawson, John Bartholemew, Seth Crook, Nigel Scott, Gilbert & Margaret Dougans, Steve Willis, Anne Baxter and Alan Whitehouse
- Recent renewals with 5 year membership: David Harris-Burland, Laura Percy, Rory Forester, David & Felicity Pollard and Jane Menzies, Duncan Swinbanks.

Action : Laura to check when reminders for membership renewal are sent out.

**5. Personnel**

5.1 Staff reviews – Jan and CC did Rachael's staff review. Others falling behind. NG to look into.

**6. Special Items**

6.1 **Review Issues List** – discussed, reviewed and updated.

6.2 **Dates for 2016 Board meetings and AGM** – 2<sup>nd</sup> Monday of the month, Iona in April. Laura to send notification of dates to R&A so that it appears in diary dates.

6.3 **Approval of Sponsorship for MICT Nissan Leaf** – MF now has new leaf, cost a bit more than original one, proposed sponsorship from local business to makeup shortfall of £600. Two businesses have come forward, Treshnish & Haunn Cottages and Island Bakery. Board approval sought for these two business and for MF to commission KFT to manufacture the decals. Proposed NG, seconded by AR, all in favour.

6.4 **HIE Account Management** – clarification required regarding information on latest email to ensure that the account management is for MICT for Mull and Iona projects and surrounding islands (not just Ulva), starting November 2015. CB raised some concerns re who would drive/control the projects – MICT or HIE? SB, AR and CC opinion was that MICT would retain control, with advise/input from HIE as required. From MICT side, we must be open, honest, transparent, HIE are looking to account manage businesses that are growing. No contractual timescale, we can get leave at any time. SIC's need clarification also. Board approved once clarification on discussed items are attained.

6.5 **Funding for Ulva Ferry LDO, Housing Project Manager and Capacity Building Projects** – Ulva housing and Capacity building project run out of funding at end of March. UF LDO, contract requires MICT to input 50% (approx. £16k) to project for year 3 (from Apr 2016). Kirsten Logue (HIE) is working on internal HIE applications to reduce MICT's contribution to £5/6k. Solar PV installation at the school has been investigated, but not going to happen in time to generate an income.

MICT contributed £12k to CARES grant, Green Energy Mull to repay £12k plus £30k Developer fee in April 2016. MF proposed that this is part used for the UF LDO shortfall to allow those projects to continue. Approved by RMcM, seconded by DC, all in favour.

Housing PM – Post is funded by SLF revenue funding to the end of March 2016. Ailsa Raeburn (HIE) has confirmed that it cannot be extended. HMcD contacted case officer at lottery (who administer the SLF funding) re SLF, David Knight, as the money is already paid in advance, as long as spent as agreed, there's no issue on extending when it

is spent. Helen has calculated that reducing her hours from 3 days/week to 2 days/week, allows to extend her contract to end of Aug 2016. MF still thinks that there is more work to be done on housing beyond Aug – still need to find a way forward to increase the housing stock at UF and also other housing work on the island – WHHA 14 houses at Lochdon. Would like board support for MF to investigate other funding streams to allow Helen to continue working on other housing projects beyond August. MF to confirm with Kerri Grant (HIE), extension to project as per advise from lottery case officer, and look into funding options beyond Aug. Board approval received.

Capacity Building Project – HIE are admin for this Scottish Government fund, been advised that timescale can't be extended beyond March 2016. MF due to contact David Cowan at Scottish Government, to request a funding extension. Still to be done. **Action – MF.**

- 6.6 **UF Housing, water supply, groundworks and design specifications** – contractor concerned and has therefore allowed for contingency within set price. Propose that contract is written in such a way that MICT takes risk and may have to pay more if concerns are founded. Site investigation works have taken place, engineers from Glasgow has drawn up plan for foundations based on site investigation analysis. **Action – MF** to circulate information regarding the level of risk MICT would incur. Tele Conference set up to finalise decision – Friday 18<sup>th</sup> Dec, 10.30am. **Action – MF** circulate tele conferencing details.
- 6.7 **Housing plot for self build** – Plot, 3.8 acres for £150k. Planning for one dwelling. Proposal to purchase the site and sell on as cheaper plots to benefit community. Risks identified already include planning, building suitability and water supply. CC suggested that this proposal be presented to Strategic Planner at Council rather than just ask for pre planning advice. **Action - HMcD, JM, CB and MF** to put presentation together. Board agreed to investigate further.
- 6.8 **Finance and HR sub committees** – After discussion, agreed to have this as one subcommittee, MF suggested that VM, RMcM and NG form the subcommittee with input from MF. **Action** Set date for January, initially concentrating on HR. Correspondence copied to SB as required.
- 6.9 **Other sub committees** – deferred until next meeting.
- 6.10 **MAFA** – Paper sent by email – board agreed to proceed looking into further.
- 6.11 **Future Management of board responsibilities for projects** – deferred until next meeting.
- 6.12 **Press re viewpoints and toilets** – CC concerned re letter published in OT and R&A, although staff member was not named, it mentioned the Ranger Service and she felt it slated MICT. Should MICT respond? Letter in Dec R &A, shows a counter view. Agreed not respond.
- 6.13 **Paper on shortage of skilled tradespeople** – circulated by email. **Action - RMcM** to resend, comments by email, and on the February agenda to discuss.
- 6.14 **Christmas party plans** – carry forward to January meeting.
- 6.15 **Manager's Report** – carry forward.

## 7. Steering Group Reports

- 7.1 Mull Community Development Plan – community engagement completed. Online survey has been drafted and has been circulated. SB, CC and AK to respond. SS hoping to circulate in the early new year.
- 7.2 MESS – Bunessan - received £200 from Laing Charitable Trust, landowners starting some improvement works in new year. Caignure – Gift aid proving very successful, income as expected. Van insurance is now only 2 named drivers saving £200 per annum. Any change i.e. add driver will incur £15 charge.
- 7.3 Ulva Ferry – housing successful with Quaker application, £60k, with option of up to £21k loan, with 5% set up charge. Board passed on their congratulations to Helen and thanked her for all her hard work. MF has approached Mike Russell re SLF shortfall, now in discussions with Mike McKenzie. Pontoons – planning is due, planning officer currently on out of office.
- 7.4 Ranger service – Email from Jan re salary scale, will be dealt with by HR sub committee. Forestry still willing to support for 2 years, but have to enter into a procurement process rather than funding. Contract will be advertised in OT soon. SNH not committing on funding at the moment. May mean reducing full time posts to part time.
- 7.5 Sea Eagle partnership – SNH also fund, which would compromise the seasonal ranger. No nest at moment. Mull eagle watch likely to work with SWM woodlands and NWMCWL.
- 7.6 Long distance path and viewpoint project – subtrans/council grant secured, 50% match funding required. MF mtg with Jan and Mathew Reade on Thursday, CC to join meeting.
- 7.7 SML – MIST no longer doing the minutes, due to time constraints and project priorities. Full update next month.
- 7.8 Mull Musical Minds – defer.
- 7.9 Light Industrial Park Tobermory – SLF funding has been awarded, which allows us to secure at the site at Ardmore.
- 7.10 ACCESS Project – installations happening, despite delays due to various issues. Should be ready to start collecting data in the New Year.
- 7.11 MIST – Citroen Berlingo electric van arriving next week as demo vehicle and could in future be used for food deliveries. Mitsubishi Outlander PHEV arrived for test drives for 10 weeks. MIST won rural innovators award.

## 8. Discussion Items

8.1 None discussed.

## 9. Any Other Business

9.1 Education Scotland carrying out reviews of three development trust in Scotland, MICT is one– survey with stakeholders, directors and staff w/c 25<sup>th</sup> Jan, most likely Tuesday and Wednesday of that week.

## 10. Members Forum

No members present

Meeting closed at 22.02.

The next Board Meeting will be held at An Roth on Monday 11<sup>th</sup> January 2016.

**Signed**

Name

Date