

Mull and Iona Community Trust
Minutes for the 223rd Board Meeting
An Roth Community Enterprise Centre
Monday 14th November 2016

Meeting Started at 19:30

Present: Carolyne Charington (CC), Caroline Wood (CW), Steve Willis (SW), Rob MacManaway (RMcM), Sandy Brunton (SB), Alexa Kershaw (AK) & Derek Crook (DC)

In Attendance: Moray Finch (MF), Vanessa Maclean (VML) & Laura Percy (LP)

1. Welcome, Apologies and AOB

- MF welcomed everyone to the meeting and thanked them for attending.
- Apologies were received from: Chris Baker, Jodi MacLeod & Andrew Robertson.
- Any other business:
 - **9.1** Scottish Rural Fuel Poverty Task Force
 - **9.2** Strategy Day follow up
 - **9.3** Calgary Bay
 - **9.4** Vets practice

2. Election of Officers

Sandy Brunton as Convenor

- CW proposed, AK seconded.

Derek Crook and Andrew Robertson as Vice Chair

- CC proposed, RMcM seconded .

Rob MacManaway as Treasurer

- CC proposed, AK seconded.

Carolyne Charington as Interim Company Secretary in Chris Baker's absence

- SB proposed, CW seconded.

3. Correction, Approval & Actions of minutes from Monday 24th October 2016

3.1 Correction of minutes of Monday 24th October 2016

- There were no corrections to the minutes.

3.2 Approval of minutes of Monday 24th October 2016

- SW proposed and CW seconded.

3.3 Actions from minutes of Monday 24th October 2016

- 1. **VML** to recirculate the correct version of September's Board Minutes.
[Completed.](#)
- 2. **MF** to prepare amendment of the MICT Articles of Association.
[On agenda.](#)
- 3. **MF** to speak with Jenny Simpson regarding the Reserves Policy in the Accounts.
[MF has been in touch with a proposal – Jenny Simpson asked for calculations to be based on 2016 accounts – carried forward.](#)
- 4. **VML** to speak with Hazel regarding a duplication of the equality & Diversity Policy.
[On agenda.](#)
- 5. **MF** to progress the planning application for the gantry site ready for February 2017.
[Carried forward –no progress.](#)
- 6. Helen to submit the Annual Accounts to the Quaker Housing Trust.
[Carried forward, accounts only just approved.](#)
- 7. **VML** & **CW** to include redundancy affordability as part of the HR review.
[On agenda.](#)
- 8. **MF** to speak with Sandra MacAskill regarding final costings for the strategy day.
[AOB on agenda.](#)

4. Declarations of Interest

- No new declarations of interest.

5. Finance

5.1 Finance Report

- No finance report due

**Actions from
Board Meeting**

1. MF to carry forward action re Reserves Policy. VML to calculate reserves value based on new policy
2. MF to carry forward action re Gantry planning.
3. Helen MacDonald to carry forward action re Quaker Housing Trust.
4. MF to ask AR about outstanding staff reviews.
5. Staff Salary sub group to arrange meeting.
6. MF, CW & DC to arrange a meeting re Sustainability Manager post.
7. MF to work on amendments to articles of association.
8. CC to speak to Jan Dunlop about Glenforsa and Ardura. MF to write letter to Forestry Commission.
9. MF to progress resource for CCF bid.
10. MF to write letter of support for Lochdon planning application.
11. Strategy day steering group - CW, SB, CC, DC to meet once document has been produced and take actions forward.

5.2 Membership numbers

- Alexandra Stevens (Tobermory) 1 year membership
- Malcolm Ward (Dervaig) 1 year membership
- LP distributed a list of members whose subscriptions have expired and asked the Directors that if they knew any of them to encourage them to renew.
- The Board discussed the 20th year free membership scheme and how best to administer it.

6. Personnel

6.1. Staff reviews

- Several long standing staff members outstanding – MF to ask AR

6.2. HR

POLICY 1 - Equality & Diversity Policy

- DC proposed & RMcM seconded

POLICY 2 - Redundancy

- CC proposed & CW seconded

POLICY 3 – Disciplinary

- CW proposed & RMcM seconded

POLICY 4 – Health and Safety

- Slight editing to wording re PAT testing.
- SW proposed & DC seconded

6.3 Staff Salaries

- VML and LP were asked to step out of the room whilst the Board discussed staff salaries, the outcome was that a sub group to review salaries was set up.

6.4 Sustainability Manager Post

- No progress. MF, CW & SB to set up a meeting.

7. Special Items

6.1. General Manager's Report

- No report this month.

6.2. Issues list

- The Board discussed deleting the 'Development of Craignure site' point
- 'Preparation of budget for next financial year' coming up in January
- CW informed the Board that creating guidelines for a MICT Christmas party was not realistic – to be deleted

6.3. Proposed amendments to Articles of Association

- MF will get prepare draft in collaboration with DTAS and then put it to an EGM in March/April 2017.

6.4. EOI for acquisition of Ardura & Glen Forsa Forests

- MF suggested we don't take it further forward at the moment and let the EOI lapse. The Board discussed what kind of work would need to be put into it. The Board discussed the success and liabilities of owning a community forest including the benefits of owning the land for future developments. The Board suggested we asked Jan Dunlop for advice, CC offered to ask her. MF will send a holding letter to FCS.

6.5 Plans for Christmas Events

- Already discussed.

6.6. Approval of EOI for CCF 2016 Bid

- Proposed by CW and seconded by DC. The Board approved MF asking a part time staff member to complete the application. VML confirmed we have earned income from previous projects to cover the cost

6.7. Approval of acceptance of the Sustrans grant offer

- MF briefed the Board on Sian's work. Proposed by DC and RMcM seconded

6.8. Letter of support for WHHA planning application for Lochdonhead

- Asking the board to approve MICT writing a letter of support for the Lochdon Housing project. MF noted that there may be objections to the proposal and as a result possible criticism of our support. The Board support the planning application – addressing the demand and need for housing on Mull is the number 1 priority, the Mull Community Development Plan supports this. CW proposed and RMcM seconded.
- Quantity of houses – MF informed the Board that WHHA are working on numbers of people registered with Home Argyll to quantify the demand. MF suggested MCC meet with Lesley MacInnes separately from MCC meeting.

7. Steering Group Reports

- No steering group reports

8. Discussion Items

8.1 None

9. Any Other Business

9.1 . Scottish Rural Fuel Poverty Task Force – MF asked the Board if anyone wanted to go to the meeting in Edinburgh. Nobody can attend.

9.2 . Strategy Day – action needs to be taken forward. CW, SB, CC, DC set up a steering group to meet once the strategy document has been produced.

9.3 . Calgary Bay – MF updated the Board that the Friends of Calgary Bay group had a meeting with Neil MacIntyre from A&BC regarding a range of issues including over grazing of the machair, car parking etc. MF and CC are involved as residents. There is potential for a project to come out of it.

9.4 . Vets Practice – The Board discussed the island vet practice and the importance it has in the community. CC & MF to investigate the situation to determine if we can help.

10. Members Forum - No members present

Meeting closed at 22.00

The next Board Meeting will be held at An Roth on Monday 12th December 2016

Signed

Name

Date