

Mull and Iona Community Trustp
Minutes for the 229th Board Meeting
An Roth Community Enterprise Centre, Craignure
Monday 12th June 2017

Meeting Started at 19:30

Present: Carolyne Charington (CC), Steve Willis (SW), Derek Crook (DC), Chris Baker (CB), Ian Jones (IJ), Sandy Brunton (SB), Alexa Kershaw (AK), Tom Corbett (TC) and Andrew Robertson (AR)

In Attendance: Moray Finch (MF), Vanessa Maclean (VML), Dot Stewart (DS)

1. Welcome, Apologies and AOB

- Apologies were received from: Emma Alecock (EA), Caroline Wood (CW) and Rob MacManaway (RMacM)
- Any other business:
 - 9.1 Bellachroy Hotel

2. Approve Minutes – Monday 8th May 2017

2.1 Approval of minutes of Monday 8th May 2017 & review of actions

- There were no corrections to the minutes.
- There were no further updates on the walled garden at Aros Park due to time constraints
- Ian Jones proposed and Steve Willis seconded.

2.2 Matters Arising

- All items covered on the agenda
- Action 1 carried forward
- Dot confirmed that the registration process to Disclosure Scotland is in progress

3. Declarations of Interest

- Nothing to Declare
- Vanessa & Laura to remember to circulate along with the monthly Board Papers.

4. Finance

4.1 Vanessa circulated Management Accounts for the first 2 months of the financial year. There were a couple of observations made with regards to budget changes that will have an impact on the overall core deficit. Vanessa advised that at the August meeting she would have a better grasp on the annual progress once the first quarter's figures were in.

4.2 There were no Membership figures available in Laura's absence. Derek queried the importance of the Membership system and felt that there needed to be some more input into maintaining the system. In Laura's absence Vanessa explained that Laura was short of time to spend on the system and assured him that Members had been informed of this year's free membership and all was in hand.

5. Personnel

5.1 Staff reviews

- Andrew advised that there were 3 reviews due and he asked for volunteers to take over from Maureen who is no longer a Director.
 - Tom – January appraisal
 - Chris – August appraisal
 - Derek – June / July appraisal

5.2 HR Review including Policy Approvals – Appraisal

- The final version of the Appraisal Policy is still outstanding. Moray agreed to contact Emma and Caroline in their absence to remind them.

6. Special Items

6.1 Issues List

- The following items are actions requiring attention
 - Scottish Association of Landlords Membership Renewal due 2nd September – AP Helen
 - A&B Council to be notified of new occupants of houses – AP Helen
 - Legionnaires Disease annual review – AP Helen
 - Helen to check Pat testing requirements for houses – AP Helen
- The following items have been actioned and can now be removed from the issues list:

**Actions from
Board Meeting**

1. CW suggested development of a system for issuing reminders for annual review of policies and procedures. (CW/VM)
2. CW & EA to finalise the Appraisal Policy. (CW & EA)
3. Scottish Association of Landlords Membership due 2nd Sept. (Helen MacDonald)
4. A&B Council to be notified of new occupants. (Helen MacDonald)
5. Legionnaires Disease Annual Review required & PAT testing requirements for houses (Helen MacDonald)
6. Dot to circulate an email to gauge interest in the 20th Birthday Celebrations. (DS)
7. Moray to write to Local Business to advise of the Boards decision. (MF)
8. Vanessa to do a review of Sales against Expenditure for the Pontoon Year to Date. (VML)

- Quaker Housing Trust Loan Repayments – In hand
- Gantry Site Planning is now permanent
- The Housing Insurance with NFU has now been activated

6.2 TLI Planning Fees Increase Approval

- The Board approved the increase in the planning fees for the Light Industrial Planning Application as per email of June 1st.
- Approved Andrew Robertson & Seconded Carolyne Charrington

6.3 20th Birthday Celebration Update

- Dot suggested a small group of those interested getting together to discuss a way forward to arrange something before the year is over.

6.4 MESS Funds Approval

- Pending confirmation from Hazel with regards to the Half Marathon application the circulated recommendations were approved.
- The Board suggested using the 20th Birthday year to launch the new £1000 grants.
- Proposed Caroline Charrington & Seconded Alexa Kershaw

6.5 MICT / ARTL Update on Trading Activities

- No further progress to report

6.6 Application to FCS regarding Ardura Forest

- The Tillhill Report received does not reflect what has been asked and therefore overstates the position. Moray has gone back to Tillhill to request an amended report that better reflects the financial projections and how we would manage the forest if we were to acquire it.
- Moray discussed options pending the acquisition of the forest and the Board approved the decision to investigate further.

6.7 Prospective visits from Scottish Government Committees

- The Minister for Transport and the Islands Humza Yousaf visited earlier in the day.
- A prospective visit from Ewan Masson has been scheduled for the 25th August and Moray has agreed to help facilitate the visit.

6.8 Possible Acquisition of Local Business

- A Local Private Business has approached MICT about the possibility of the Trust taking it over.
- The Board discussed the opportunity and decided that it didn't fit in with our Charitable Objectives and therefore decided against the acquisition.
- Moray agreed to write to the Local Business and advise of the Trust's decision.

6.9 Isle of Ulva Sale

- Moray gave a broad outline of all discussions to date on the subject for those members of the Board that have not been directly involved, including reading through a letter sent to the Trust from North West Mull Community Woodland Company.
- The Board aired their concerns over various matters concerning the acquisition.
- It was agreed that the Trust would not enter into the arrangement suggested and an email response to NWMCWC was drafted at the meeting and sent directly.
- It was agreed that a position statement would also be drafted to be circulated to the staff.

6.10 MICT Attendance at Shows

- No update given due to lack of time

6.11 General Manager's report

- No report circulated

7. Steering Group Reports

7.1 Childcare Report

- Dot updated the Board with details of the difficulties in the recruitment process but progress with 3 offers being made for the trials workers.
- We have passed the first stage of the Care Inspectorate application process & are currently working through stage 2.
- The Board congratulated Dot on her perseverance throughout the difficult recruitment process.

7.2 Lighthouse Path

- Contractors due to start on the 26th June
- Alexa reported progress so far with donation of stone from Glensanda Quarry and 3 hours of helicopter time from the Northern Lighthouse Board to lift the stone into position.
- Vanessa agreed to help with the setup of a Fundraising page online.
- Moray highlighted to the Board the level of risk involved with the drawing down of funds for the project.

7.3 Eagle Partnership

- Nothing to report

7.4 Intergenerational Project

- Dot advised that she would be taking the lead on the project

7.5 Light Industrial Park

- Moray & Mairi will be attending a meeting with the Funders on the 27th June.

7.6 MESS

- The Board congratulated both the Buessan and Craignure shops for the increase in turnover for the first 2 months of the financial year.

7.7 Ulva Ferry LDO

- Nothing to report

7.8 Ulva Ferry Housing Partnership

- The Tenants are due to move in on Wednesday 14th June

7.9 Ulva Ferry Pontoon

- The fuel sales at the Pontoon are promising with accounts being opened by local fishermen
- Vanessa to do a review of Sales against Budget for the year to date

7.10 Ranger Service

- Nothing to report

7.11 Fionnphort to Creich Hall Path

- Public Meeting scheduled for Thursday 15th June. Moray, Dot, Sian and Sandy to attend.

7.12 ACCESS

- Nothing to report

7.13 Mull and Iona Community Council

- Nothing to report. Rob not present and Steve advised he did not attend the last Meeting.

8. Discussion Items

- There were no discussion items.

9. Any Other Business

9.1 Bellachroy Hotel

- Chris Baker advised that he would do some further investigating regarding the sale of the Bellachroy Hotel.

10. Members Forum

No members present

Meeting closed at 10.00pm

**The next Board Meeting will be held at An Roth on Monday 10th July.*

Signed

Name

Date