

Mull and Iona Community Trust
Minutes for the 239th Board Meeting
An Roth Community Enterprise Centre, Craignure
Monday 11th December 2017

Meeting Started at 18:30

Present: Emma Alecock (EA), Derek Crook (DC), Chris Baker (CB), Andrew Robertson (AR), Steve Ohlsen (SO); Rob MacManaway (RMacM), Sandy Brunton (SB), Ian Jones (IJ), Alexa Kershaw (AK), Tom Corbett (TC) and Caroline Wood (CW)

Apologies: Gemma Paterson (GP) and Alex Stevens (AS)

In Attendance: Moray Finch (MF), Dot Stewart (DS), Vanessa MacLean (VML), Helen MacDonald (HMacD) & Cally Fleming (CF)

6.3 Ulva Acquisition Discussion

- Moray briefed the Board on the background of the acquisition and circulated the necessary information ahead of the Board meeting.
- After a lengthy discussion the following Statement was agreed across the Board. Sandy agreed to circulate the statement to NWMWCW prior to the Statement being circulated on social media and other channels.

'The Board of MICT support the principle of community ownership of land and assets to further the interests of the local community.

The membership of MICT is spread across all the post code districts of Mull, Iona and associated islands including Ulva, Gometra, and Erraid....etc. As the majority of the residents in these areas are ineligible to vote in the ballot, MICT has to remain impartial during the ballot period.

The MICT Board has confirmed it will continue working to deliver the Ulva Ferry Community Development plan, take forward subsequent phases of the housing project and the pontoon – with the potential to collaborate with NWMWCW on projects including housing on Ulva and refurbishment of the Ulva piers and slipways.'

The Regular Agenda resumed at 20:10

1. Welcome, Apologies and AOB

- SB welcomed everyone to the meeting.
- No other business to include

2. Approve Previous Minutes

2.1 Review actions from previous minutes of Monday 9th October & 13th November 2017

- Actions and Matters Arising from 9th October have been included on the Agenda
- Vanessa to ask new Directors for Companies House Information to submit online.
- Moray advised that the summary report on Iona Renewables had not been done due to its complexity.

2.2 Matters Arising from Minutes of 13th November

- None.

2.3 Approval of Minutes of 13th November

- There were no corrections to the minutes
- RMacM proposed and AR seconded.

3. Declarations of Interest

- Still waiting for declarations from new Directors.
- The Board suggested including all Board Members on the list even if there were no declarations to note.

4. Finance

4.1 Finance Report

- No Finance Report due for December.
- Moray mentioned the spending of the MICT Reserves and Vanessa explained more about the split between cash and asset reserves.
- Vanessa explained that she would have a better understanding of the actual split of reserves once the 2018/19 Budget had been set.

**Actions from
Board Meeting**

1. Update Companies House with new directors and CB as Company Secretary. (VML)
2. Check if newest documents can be at top of directors' section on website. (DS)
3. Include all Directors on the Declarations of Interest for Future Meetings, even if nothing to declare (DS)
4. Reformat the Issues List to make it easier to read (EA)
5. Letter to be sent to the Council Education Dept regarding the decline in the Lochdon School Roll in 2018 (MF)
6. Respond to Iona Renewables declining their request (MF)

4.2 Membership Numbers

- MICT currently have 300 Members
- Since the November Meeting there are four new Members.

5. Personnel

5.1 Staff Reviews

- Mike Hogan and Vanessa Maclean's Staff Reviews postponed until January.
- Richard Thorne's scheduled for Tuesday 19th December

5.2 HR Review including Policy Approvals

- Ongoing and no further developments

6. Special Items

6.1 Issues List

- The Board suggested a new format for the Issues list to make it easier to follow.
- Issue 18 – Remove from list - Membership to revert back to normal subscriptions.
- Issue 19 – MF to check if this has been actioned.

6.2 General Managers Report

- Item 14 – No further Board input required.
- Item 5 – Moray confirmed that the WHHA planning application for the 14 Lochdon houses has now been validated and construction is due to commence in March. The Board agreed with the proposal to write a letter to the Council Education Department regarding the Lochdonhead Primary School Roll, which will reduce to 1 in August 2018 with a request that it be kept open pending the imminent construction of the new WHHA houses.

6.3 Ulva Acquisition – discussed at beginning of Meeting

6.4 Iona Renewables

- Rob MacManaway stepped down from the following discussion due to a conflict of interest.
- Written advice from Anderson & Strathern was circulated ahead of the meeting for discussion
- Based on the recommendations within the advice the Board declined the offer to act as a guarantor for Iona Renewables.
- Moray agreed to compile a response to Iona Renewables to decline the offer. Both Sandy and Chris agreed to help with the response.

6.5 Friends of Calgary Bay (FOCB), discussion

- FOCB have now taken control of the Machair to manage it. A Licence has been drawn up by the Council which is in the process of being converted to a Lease.
- Moray discussed the state of disrepair of the toilets and the campsite due to the increase in footfall at the beach.
- Moray asked the Board for approval to start the process of an asset transfer request between MICT and the Council for the acquisition of the toilets.
- The Board asked if all the residents of Calgary had been consulted and MF advised that this would be an integral part of the Asset Transfer Process.
- The Board agreed to pursue pending communication with local residents, businesses and property owners in the area.
- It was agreed that without a Business Model the Trust could not take them on.
- The Board agreed to initiate the process and look into the feasibility and business planning of the acquisition.

6.6 Approval of Amendment to Salary Policy

- Currently there is no system in place to review an annual cost of living rise on Salaries.
- The Board agreed to consider the review in January for all staff when looking at the following year's budget.
- There would need to careful consideration made regarding funding for the rises on Salaries.
- The Board approved the amendment to the Policy.

6.7 Approval of Amendment to Purchase Order (PO) Policy

- There should always be 1 Director who is part of the Steering Group related to the PO that is part of the approval process.
- Sandy requested the addition of a further bullet point prior to the approval of the Policy. In the event of a Board member rejecting a Purchase Order it would need to go to the following Board Meeting to be resolved. With that amendment the policy was approved
- It was also agreed that there was no requirement for Moray & Dot to sign off each PO; this would create unnecessary paperwork.

6.8 MICT Strategy

- Ongoing – no update.

6.9 Discussion of Revenue Generation Ideas

- The Argyll & Bute Funding Alert was circulated around the Board.
- Suggestion was made to set up a sub group to discuss ideas of possible income streams.
- Vanessa mentioned that staff were diligent in reading through the alert each month and circulating any relevant alerts to local groups & project officers.

7. Steering Group Reports

7.1 Ardura

- The Valuation Report has now come in with a high expectation on the return from the timber sale. The business planning brief has been amended to include a second opinion on the valuation of the standing timber.
- The Forest is not subject to a plant notification health notice at present.
- Moray is hoping to complete a 2nd Stage Application to the Scottish Land Fund by the 5th February so a tight timescale.
- Community Consultations / drop in Sessions are hoping to be arranged for either the 9th or 11th January 2018 and Moray encouraged Board Members to attend.

7.2 Recycling Project – Report Circulated

7.3 Childcare Project – Report Circulated

7.4 Tobermory Lighthouse Path

- The official opening was on the 16th November and very well attended.
- The final inspection is yet to take place but should any queries be raised the contractors have agreed to work to repair where possible.
- The Crowd Funding is going well.
- The Lighthouse Board have agreed to sponsor an interpretation board and sponsorship has been received for benches.

7.5 Eagle Partnership – Nothing to Report

7.6 Intergenerational Project

- Recording is continuing with an EP due to be released in the spring.

7.7 Light Industrial Park

- Report Circulated
- Planning is yet to be approved pending a SEPA issue which needs to be resolved.

7.8 MESS

- Derek circulated a report and suggested an appeal in the next newsletter looking for new volunteers for MESS.

7.9 Ulva Housing & Pontoon

- 2nd Stage applications to the Scottish Land Fund hoping to be submitted by March for both the Housing and Pontoons.
- Cally hosting a community consultation on Wednesday evening at Ulva Ferry.

7.11 Ranger Service – Reports circulated from both Jan and Emily

7.12 Fionnphort Path

- Architects drawings have now been done and an amended planning application has been done.
- A new application for Sustrans is now required for the amended route.

7.13 Mull & Iona Community Councils Report

- No update from the Mull Community Council
- An update was given from Iona:
 - Ferry issues
 - New School extension has been opened
 - The Abbey is closed for refurbishment so no accommodation will be available for residents for next summer.
 - The local doctor is resigning in June 2018

Moray explained the background / purpose for the above Steering group Reports.

- It is directors' responsibility to ensure that reports are submitted, but in some cases it may be appropriate for staff to write the report. One of the aims of the process is to ensure there is contact at least once a month between the Board Member/s and Project Workers, to aid with communication and reduce isolation.
- A box needs to be added onto the report to detail the Director/s involved with the Project

Meeting closed at 22:00

**The next Board Meeting will be held at An Roth on Monday 8th January at 7.30pm.*

Signed

Name

Date