

**Mull and Iona Community Trust**  
**Minutes for the 214<sup>th</sup> Board Meeting**  
**An Roth Community Enterprise Centre, on Monday 11<sup>th</sup> January 2016**

**Meeting Started at 19:30**

**Present:** Neal Goldsmith (NG), Derek Crook (DC) who chaired the meeting, Jodi MacLeod (JM), Carolynne Charrington (CC), Caroline Wood (CW) and Maureen Dehany (MD).

**In Attendance:** Moray Finch (MF) and Laura Percy (LP)

**1. Welcome, Apologies and AOB**

- Chair, DC welcomed everyone to the meeting and thanked everyone for coming.
- Apologies were received from: Barbara Whyte, Alexa Kershaw, Sandy Brunton, Andrew Robertson, Chris Baker and Rob MacManaway.
- Any other business: Nothing brought up.

**2. Approve Minutes of December 14<sup>th</sup> 2015**

- 2.1** Review actions from previous minutes- covered in the agenda.
- 2.2** Matters arising: covered in meeting.
- 2.3** Correction of previous minutes: wording of swimming pool group, other grammatical errors.
- 2.4** Approval of previous minutes: agreed unanimously.

**3. Declarations of Interest**

- None

**4. Finance Update**

4.1 Finance report – Vanessa gave the board an update on the MESS finance figures for the year. They show a marked decline in sales since the formation of the Facebook Buy and Sell Mull Group. The board discussed the impact of the site on the shops, furniture donations have drastically gone down. If it has an effect can we/should we do anything? Hazel needs to tell us what areas the sales have gone down in. The board agreed we need to elaborate more on what the money from MESS is spent on to encourage more donations. Reiterate importance of grants. CC asked for confirmation whether the figures include the gift aid we now receive?

**Membership Number is 317**

- New members: The Iona Community (1 year business member), Julie Ward (5 year member) and Terry Ward (5 year member) from Fionnphort.

Action : Laura to check when reminders for membership renewal are sent out. Post meeting note from Laura - **I only send out renewal letters with newsletters as I don't have the software for automatic renewal letters to be generated or even notify me when memberships expire, it would be too time consuming to do it manually every person.**

**5. Personnel**

- 5.1 Staff reviews – NG and Vanessa going to have a meeting next week re HR policies. Will go through employment statutory law and go through what's missing. By next meeting should have employment sorted. BW has been doing the staff reviews, NG will contact her to see discuss. NG advised that he is comfortable with finance situation pending report from Vanessa. **Action NG**

**6. Special Items**

- 6.1 **Review Issues List** – The issues list was discussed and reviewed. One item added – new role of Sustainability Manager
- 6.2 **Education Scotland Review** – MF updated the board on the background – Scottish Government (SG) are providing financial support to about 30 development trusts across Scotland including MICT. SG hope to better understand, and measure the impact MICT has on our local community. This is not an audit, they are using their audit skills to produce an impact measuring report, which we have volunteered for. The final report will be available for us to use, to share with members, local community, potential funders and if we are bidding for consultancy work. The report will also tell us what areas we can improve. Education Scotland are arriving on Monday 25<sup>th</sup> Jan. MF to set up focus group meetings to understand the impact we have on different groups on Mull. All groups will receive an evaluation document before focus groups. CC and CW would like more time to read the document MF will be sending out. MF wants to be as representative as possible. **Action ALL**
- 6.3 **Ulva Ferry LDO and Housing Project** – at last board meeting we discussed match funding for job post. Since that meeting Sam Jones has resigned. We do need a full time LDO and an opportunity presents itself. MF has spoken with HIE who are very supportive, agreeing that any underspend can be carried forwards into the next financial year. This assumes that HIE are able to fund the next financial year. Houses – secured building warrant. QS has finalised contract negotiations with contractor. £46k shortfall. MF and Helen would like to write to MICT membership with request for help with funding/crowdfunding campaign. MF asked for board's approval for sending letter for membership, Board approved. CC suggested crowdfunding websites. MF will also seek philanthropic givers and local businesses and look into advertising on Facebook. **Action MF**
- 6.4 **Capacity Building Funding Extension Request** – MF informed the board of his conversation with HIE. HIE suggested we apply to DTAS. MF spoke with Wendy from DTAS. SG suggested we put in an application for extension for funding. MF asked for approval from the full board. Funding for 12 month post. Board approved. MF will circulate. MF confirmed to CW that we are under no obligation to set up an EV car hire business if it doesn't work, won't be a liability. Electric car element is more a front of house service, won't duplicate MIST's work.
- 6.5 **HR and Finance Sub Committee Report** – covered under 5.1
- 6.6 **Future Management of board responsibilities for projects/review steering group composition** – MF discussed the previously circulated spreadsheet. MF asked the board to have a look at the spreadsheet and any errors or omissions – let him know. MF to prepare template for every project steering group. CW asked for fleshing out of roles and responsibilities. All projects need a director – keeping on track of the project and overseeing steering group. Template will evolve. CW offered to help MF with that document. **Action MF/CW**
- 6.7 **Paper on shortage of skilled tradespeople** – deferred until next meeting but suggestion that RMW should speak with SWMID.
- 6.8 **Proposal to join Scottish Community Re-Investment Trust** – DC suggested we become a member of this group – pooling collective resources of Scottish third sector to service third sector investor need. Acting as a collective body when seeking funds. DTAS is already a member. MF suggested we join, no risk or cost. Some useful info and resources, may present opportunities in future. No board objections to membership. **Action MF**

6.9 **Christmas Party Plans** – Issue that Maureen brought up, feeling of ‘them and us’ with MICT staff and volunteers. MF has been trying to overcome this issue. Is there anything we want to try and do differently next year? Create a sub-committee – members from different groups (directors, staff and volunteers) to organise the 2016 Christmas party. **Action MD/CW**

6.10 **Manager’s Report** – No report this month.

## 7. Steering Group Reports

7.1 Mull Community Development Plan – Online survey has been launched. Board asked to encourage people to complete the survey.

7.2 MESS – already discussed.

7.3 Ulva Ferry – LDO and Housing already discussed. Pontoon – planning consent came through on 24/12. Still to get consent from Marine Scotland.

7.4 Ranger service - Uncertainty about Ranger Service after March. Meeting with Forestry Commission in early December, they will be tendering for a Ranger Service.

7.5 Sea Eagle partnership – no update

7.6 Long distance path and viewpoint project – nothing to report until next SG meeting.

7.7 SMI – meeting next week. Nothing to report. Need to reinvigorate Sustainability Manager Post idea. **Action CC/DC/CW**

7.8 Mull Musical Minds – Christmas party was a success, thanks to Roger Pendlebury for Twiddlemuffs which were very well received. Break until 28<sup>th</sup> Jan. Torosay Gardens gave us donation and so did Ulva Church – The board noted their thanks.

7.9 Light Industrial Park Tobermory – no update

7.10 ACCESS Project – proceeding. SSE on island currently installing equipment.

7.11 MIST – Leaf is on island and very popular, also have a Berlingo. Outlander has also been lent to us for next few months. Liftshare going well, 400 plus members. Training being set up for mechanics. Fuel efficient driving happening in March aimed at high mileage users. Map delayed because of council. Funding runs out at the end of March.

## 8. Discussion Items

8.1 None discussed.

## 9. Any Other Business

9.1 MF mentioned a couple of items. Childcare – meeting tomorrow. Ambulance Service – out of hours transport to hospital using Ulva Ferry bus. Provision of public access defibrillators. Supporting community first responder groups with fundraising to buy extra first aid bags. Wild Mull meeting on Wednesday – volunteers interested in wildlife/tourism. MAFA – possible support MICT could give to fisherman on island to do work on behalf of them. Early discussions about a hydro project in Tobermory.

## 10. Members Forum

No members present

Meeting closed at 21:26

The next Board Meeting will be held at An Roth on Monday 8<sup>th</sup> February 2016.

## Signed

Name

Date