

Mull and Iona Community Trust
Minutes for the 217th Board Meeting
Iona Library, Isle of Iona on Monday 11th April 2016

Meeting Started at 19:30

Present: Sandy Brunton (SB), Rob MacManaway (RMcM), Derek Crook (DC), Chris Baker (CB), Carolyne Charington (CC), Caroline Wood (CW), Alexa Kershaw (AK), Steve Willis (SW) and Jodi MacLeod (JML)

In Attendance: Moray Finch (MF), Vanessa Maclean (VML), Laura Percy (LP), Crawford Morrison & Wendy MacManaway.

1. Welcome, Apologies and AOB

- Chair, SB welcomed everyone to the meeting and thanked everyone for making the journey down to Iona.
- Apologies were received from: Neal Goldsmith (NG), Maureen Dehany (MD), Andrew Robertson (AR) and Babs Whyte (BW). The board wished Maureen Dehany a quick recovery as she has been unwell recently.
- Any other business: none

2. Approve Minutes of 21st March 2016

2.1 Correction of minutes from 9th March 2016: no corrections. Approved CC and seconded JML.

2.2 Correction of minutes 21st March 2016 Approval of previous minutes: CB proposed, CW seconded.

2.3 Actions –

- Sustainability Manager: meeting with David Pollard postponed but once rearranged, we will have a meeting internally with Hazel to look into expanding the MESS opportunities. Funding for sustainability manager discussed. CC commented that the assistant for MF needs to be a separate post. AR would like to be involved too. Friday 6th May 10am internal meeting, meet with David before.
- Update on fisheries post – waiting for funding stream to become available.
- VML to confirm percentage of MESS profits are distributed through MESS grants – 35% minimum or £5,000.

3. Declarations of Interest

- None to declare.

4. Finance Update

4.1 VML made the changes to the budget as discussed. Rates relief confirmed at 100% so budget will be changed again. A discussion was had about increasing the marketing budget particularly for ARTL who may benefit from attending trade shows to promote and sell themselves. CC suggested promoting ARTL in staff email signatures. ARTL board will be consulted. Vanessa incorporated 2 days per week for Moray's potential deputy/assistant into budget.

4.2 Approval of budget – Note of thanks to VML for her hard work. Approved CB, DC seconded.

4.3 Membership Number is 303 (LP informed the board she had removed 15 or so members who have lapsed)

- New members: Gordon Soane – Lifetime membership.
- Discussion was had about advertising membership but ultimately MF felt a personal approach was preferred and was much more effective. DC suggested getting the shop volunteers to recruit new members.

5. Personnel

5.1 Staff reviews

- AR is now organising staff appraisals.

5.2 Compassionate Leave Policy

- DTAS have been in touch and recommended a way forward but it needs to be formally prepared and circulated. Needs to be done in the next 10 days before pay roll.
- HR Policy – action carried forward. CW also offered her help. **Action NG/CW**

6. Special Items

6.1 **Issues List** – HR policies. Monitor non charitable trading vs £50k threshold: still below.

6.2 **Hustings** – Discussion was had about marketing in the Ross of Mull and whether the Ross of Mull Community Transport bus could bring up people from the Ross wanting to come to Hustings.

6.3 **PAT Testing** – 2 MESS staff went on a PAT testing course. MESS have been asked if they can provide a service in Tobermory to PAT test hotel equipment. Discussion had about whether we should or not, particularly whether we would be taking away business from locals. VML pointed out that the training course was grant funded. CC, CW were particularly against the idea. The Board decided that the hotels should be asked why they requested the service since there are already several businesses who offer it. **Action HC**

6.4 **Bunessan Castaways Review** – The Board review of the Bunessan shop from 2015 is due to conclude in May 2016. It has taken a long time to change things and DC commented that a year perhaps wasn't enough time to see the full picture. The shop has a significant number of new extra volunteers and is receiving more high quality donations and the takings are up. There is a greater awareness in the community of the shop and it was felt that it wouldn't be giving the shop a fair chance if we stopped now. In preparation for the next board meeting, the MESS steering group were asked for a paper summarising progress made to inform a final decision. SB said that the Brook Partnership would be continuing to extend the rent holiday. There is a need to try and get more people on the steering group. Brik Halcrow has been a great help in achieving recent progress.

6.5 **Discussion about MIST vehicles** – Application to climate challenge fund failed so we don't have a project to use the cars. We planned for success when we put the application in. Food deliveries for Mull and Iona Food Trail? Discussion with Food Trail group, Derek and Caroline Wood, Steve Willis to be involved.

6.6 **Future Management of Board Responsibilities** – carried forward.

7. Steering Group Reports

7.1 Mull Community Development Plan – In final stages of Project with final reports being written.

7.2 MESS – previously discussed

- 7.3 Ulva Ferry LDO – Funding confirmed for 3rd year of Ulva Ferry LDO post. Confirmed at 100%, legal undertaking not come through. No staff contract yet.
- 7.4 Ulva Ferry Housing – Almost at point for us to award contract. The donations have been coming in steadily, the shortfall is now £26k. Financial advisor from WHHA been helping Helen. Quaker Housing trust has offered an interest free loan for 25 years. Helen is investigating mortgage options. Application to Scottish Government submitted to Rural Housing Fund. Still need to take advantage of directors loan pending sale of plot. Planning consent yet to be determined.
- 7.5 Ulva Ferry Pontoon – Sound of Ulva Moorings Association have agreed as of today to relinquish the seabed for us to take up a lease from Crown Estate. Leases can now proceed. Planning conditions are now fully discharged. Lease for ground has been in principal agreed. Two applicants so far for the Pontoon Manager post.
- 7.6 Ranger Service – 6 month funding from SNH, 12 month from NTS. Need clarity from SNH before end of September. A discussion was had about the electric vehicle being used by the seasonal ranger.
- 7.7 Sea Eagle partnership – no update
- 7.8 Long distance path and viewpoint project – no update
- 7.9 SMI – no update
- 7.10 Mull Musical Minds – no update
- 7.11 Light Industrial Park Tobermory – We now own the land at Ardmor and it needs to be deer fenced within 6 months.
- 7.12 ACCESS Project – Going well. About 70 properties now covered.
- 7.13 MIST – The board agreed that the project has been a great success.

8. Discussion Items

8.1 The board discussed the draft letter to MacKay's Garage which SB had circulated for comment.

9. Any Other Business

10. Members Forum

Crawford Morrison and Wendy MacManaway present.

Meeting closed at 22:00

The next Board Meeting will be held on Iona Monday 11th May 2016

Signed

Name

Date