

Mull and Iona Community Trust
Minutes for the 245th Board Meeting
Argyll Hotel Iona, Thursday 10th May 2018

Meeting Started at 19:45

Present: Sandy Brunton (SB), Ian Jones (IJ), Chris Baker (CB), Rob MacManaway (RMacM) & Derek Crook (DC)

Apologies: Caroline Wood (CW), Alexa Kershaw (AK), Gemma Paterson (GP)

In Attendance: Moray Finch (MF), Dot Stewart (DS), Vanessa MacLean (VML) & Barry Whenman (BW)

1. Welcome, Apologies and AOB

- Sandy Brunton welcomed everyone to the meeting; Moray introduced Barry Whenman to those present and apologies were received from those listed above.
- Any Other Business
 - Tourism Infrastructure Fund
 - Calgary Bay
 - Ulva Buy out
 - IT at An Roth
- The Board formally acknowledged Alex Stevens resignation & thanked her for her valued contribution.

2. Approve Previous Minutes of Monday 9th April

- No corrections to minutes. Proposed by DC & GP and seconded by IJ.

2.1 Review actions from previous minutes

- 1. Meeting between MF & GP about MICE:** Moray to coordinate with Gemma to arrange a date
- 2. Dot to arrange Strategy Meeting:** Still to be arranged, carried forward
- 3. MF to check TSL Haulage Charge for Portacabin:** Done
- 4. Staff Review details to Alexa:** Moray to send to Alexa once documents located
- 5. MICT Policies Review and Schedule:** Vanessa has put together the schedule but yet to arrange a time with Dot to go through.
- 6. SB to contact DTAS regarding Membership:** Done & will be discussed under item 6.4.
- 7. AGM Format:** On Agenda under item 6.5

2.2 Matters Arising from previous minutes

- **Community Interest Company (ARACIC)** – A teleconference has been scheduled for Friday 11th May to discuss the progress of the application with James Hilder.
- **Director Recruitment** – Dot to put a section up on the MICT website for Director Recruitment covering “what it means to become a director”.
- **Annual Landlord Registration** – Helen has now renewed the Annual Membership.

3. Declarations of Interest

- Nothing new to declare

4. Finance

4.1 Finance Report

- Finance report due in July.
- Vanessa had no anomalies to report.

4.2 Membership Numbers

- No new Members to report

5. Personnel

5.1 Staff Reviews

- There were no scheduled staff reviews for the month of April.

5.2 HR Review including Policy Approvals

- Vanessa has completed the schedule with the timetable to carry out the reviews pending.

6. Special Items

6.1 Issues List

- Item 4 (5 year electrical inspection of An Roth) to be updated as complete with a review date of May 2023
 - There are items that need to be completed after the electrical inspection – RT to request a PO for the work to be completed.

Actions from Board Meeting

1. Meeting between MF & GP about MICE
2. Dot to arrange Strategy Meeting to finish review.
3. MF to send Staff review details to Alexa and brief.
5. DS & VML to arrange a meeting to discuss MICT Policies & their Review dates.
6. Dot to put a section up on the MICT Website about Director Recruitment
7. Dot to arrange PO's for the final spend for the Intergen Project.

- Item 9 (annual rent review of Ulva Ferry Houses) to be updated as complete with a review date of April 2019
- Items 10 (Legionella risk assessment and review) & 11 (Septic tank inspection) are currently in hand

6.2 General Manager's Report – given verbally

- It was decided that the GM's Report should be completed with input from both Moray & Dot and submitted as a written report rather than a verbal report at the meeting for the sake of all those not present.

Mull Community Council

- The Community Council have currently disbanded with an inaugural meeting planned for Wednesday 17th May.
- Moray to attend the meeting to try to recruit a representative to sit on the MICT Board.

Tobermory High School Survey

- Moray and Alex successfully completed the HIE attitude survey with the S4's at the High School.
- Moray to try and also complete the survey on the Ross of Mull to gain an Island wide view from the senior pupils.

Ulva Buy Out

- Moray attended a Parliamentary Reception in Edinburgh hosted by Mike Russell along with other representatives from Mull and the North West Mull Community Woodland.
- The networking at the event was invaluable particularly for housing.
- A June 10th deadline has been set to complete the purchase.

Tobermory Walled Garden

- The first of the public consultations will be held on Sunday 20th May at Aros Park from 2-5pm

6.3 MICT Strategy – No further progress Dot to arrange a final meeting

6.4 Annual Membership Fees

- Sandy contacted DTAS to gain an overall view of what other Development Trust's do with their Memberships.
- The majority of Development Trust's do not charge a membership fee.
- 2 options were discussed:
 - No annual Fee but a 1 off joining fee of £5.00
 - Fee Membership with no joining fee
- It was voted to take proposal 1 to the AGM in November for a formal decision.

6.5 Finalise format and time of AGM

- It was agreed to go with an afternoon format again with the AGM official business first and presentations and refreshments after.
- The AGM will run from 2-4pm on Monday 12th November

6.6 Approval of LEADER bid for Fionnphort to Pottie Path

- Moray noted that the Board would be signing up to an agreement with 5 landowners and also to a long term liability of maintaining the path once completed. Local volunteers have offered to provide labour as required and also to raise funds as and when needed. This was agreed by the Board, otherwise the project could not proceed.
- The Board agreed formally to the submission of the funding application to LEADER for the Path Project.
- Proposed by CB and Seconded by RMacM

7 Steering Group Reports

Reports received ahead of the Meeting were acknowledged and only new questions noted. Verbal reports given on all other projects with points highlighted below.

7.1 Ardura

- The asset Transfer request has been considered by the panel and further queries made.
- Moray has arranged a meeting with the Steering Group to discuss queries.
- Following the Steering group Meeting there will be a Meeting with Rebecca Carr and Eilidh Todd – scheduled for Thursday 31st May.

7.2 ReThink MESS

- We are currently in the change over from the More MESS Project into the ReThink Project.
- A successful recruitment for an admin person to assist with the project has now been completed with a start date of the 4th June.

7.3 Childcare

- An architect tender meeting has taken place and we are now in a position to appoint an architect for the project.
- We have had formal confirmation from the BIG Lottery for a 6 month extension to the Investing in Ideas Funding.

7.4 Lighthouse Path

- Benches have now been ordered and we are awaiting the contractor to complete the work on the steps up Jacobs Ladder.
- New signs to waymark the path have been ordered.

7.5 Eagle Partnership

- There will be no eagle chicks raised at the Golf Club site in Craignure this season. Visitor numbers are healthy despite this.
- The Rangers will split their time between the Craignure, Tironan and West Ardhu Hides.

7.6 Intergenerational Project

- The project is now in the final stages of completion with the CD having been produced.
- Dot to finalise PO's to complete the final spend for the project.

7.7 Light Industrial Park Tobermory

- Revenue Funding has been secured from the Corram Trust.
- Vanessa noted that this would allow the Project Officer post to be extended beyond March 31 2019 in order to manage the start-up of the project.
- The board Congratulated Mairi upon receiving the Highlands and Islands Finance Award for the Finance Funding Package put together for the project.

7.8 MESS

- The Board welcomed Erica Morgan to the team. Erica will be covering for Jenny whilst on maternity leave.
- The composter installed in collaboration with the Climate Challenge Fund at the Bunessan shop is being used successfully.

7.9 Ulva Ferry Housing

- The pre planning application for the site at Oskamull has been submitted and an offer submitted for the plot has been accepted – the offer is a discount from the asking price which will count as the match funding for the SLF bid.
- Helen is working towards the 4th June deadline to the Land Fund.
- Moray advised the board that the garden drainage issues at the Ulva Ferry Houses has been addressed and quotes have been received for the work.

7.10 Ulva Ferry Pontoon

- The annual inspection has now been completed.
- The weather damage to the water and electricity supply to the pontoon over the winter is currently being looked at.

7.13 Mull & Iona Community Councils

- Rob gave a brief update on the recent Iona Community Council Meeting.
- As discussed earlier Moray will be attending the inaugural Mull Community Council Meeting on the 17th May.

9. Any Other Business

9.1 Tourism Infrastructure Fund

The £6 million fund was launched on Good Friday and will be managed by Visit Scotland.

The following Expressions of Interest suggested by MF have been submitted by the Council for the following areas across Mull & Iona.

- Fionnphort to Pottie Path
- More viewpoints and more public toilets
- Toilets at Calgary Beach
- Extension to the North carpark at Calgary Beach

9.2 Calgary Bay

The Board discussed the extension to the North carpark and also the purchasing of the public toilets in support of Friends of Calgary Bay.

9.3 IT at An Roth

Moray outlined the current issue with the peer to peer network causing problems with the variety of operating systems in use by different laptops.

It is proposed to investigate moving from the current server based system to a cloud based option.

RT is currently investigating the prospect of hosting an IT apprentice from an Inverness based Social Enterprise called the Apprentice Store that could work from An Roth. The apprentice would be employed by the Apprentice Store on a permanent contract. This could have the potential to offer IT advice to not only the Trust but other Island based businesses.

A meeting has been arranged for a specialist advisor to come to Mull to scope out our current requirements.

Meeting closed at 15:45

**The next Board Meeting will be held at An Roth on Monday 18th June 2018 at 7.30pm*

Signed

Name

Date
