

Mull and Iona Community Trust
Minutes for the 248th Board Meeting
An Roth Community Enterprise Centre, Monday 10th September 2018

Meeting started at 7.50pm

Present: Sandy Brunton (SB), Derek Crook (DC), Rob MacManaway (RMcM)
and via Zoom: Caroline Wood (CW), Chris Baker (CB), Gemma Paterson (GP)

Apologies: Ian Jones (IJ), Barry Whenman (BW), Alexa Kershaw (AK)

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

1. Welcome, Apologies and AOB

- SB welcomed everyone to the meeting; apologies were received from those listed above. BW and IJ had stated they had read the board papers and had no specific points to be raised at the meeting.
- Any Other Business:
 - MICT Purchasing
 - Keep Safe Places
 - Ulva Housing Bid

2. Approve Previous Minutes of Monday 13th August

- Two minor amendments were made to the minutes
- Proposed by DC and seconded by RMcM

2.2 Review actions from previous minutes

1. **DS to chase up doodle poll for Strategy meeting:** Ongoing
2. **Community Land Scotland Gathering 10th September, MF to attend with several directors:** MF, SB and Helen MacDonald attended this.
3. **Meeting to be convened regarding IT system (MF):** This has been done and is also on the agenda.
4. **DC, MF and SB to approach new potential directors:** Some approaches have been made and MF is following up meeting candidates.
5. **DC to approach local businesses and those with experience to explore training opportunities for young people in the catering and hospitality industry:** DC has spoken with one local business owner and there is interest in developing this.
6. **DC and CW to discuss ways to recruit new members:** this will be brought to the next board meeting
7. **RMcM and SB to further research CRtB opportunities:** After some investigation it is felt that the complexity of the ownership/leasing arrangements are prohibitive but in any case there is no strong driver for a buyout. A reply will be sent to the member who had raised this issue and time for further discussion will be made at the next meeting.

2.3 Matters Arising from previous minutes

- There were no matters arising.

3. Declarations of Interest

- There were no new declarations of interest

4. Finance

4.1 Finance Report

- No Finance report is due this month.
- The audit closeout meeting took place on 30th August with Sandy from Wylie and Bisset (W&B).
- An Roth Trading Ltd will become a dormant company from the current financial year onwards. A small amount of working capital will be left in the bank account to cover fees (i.e. Companies House annual filing charge). Enquiries are being made to reduce bank fees. W&B are investigating whether VAT liability on their audit fee can be recovered as ARTL is no longer VAT registered. This will affect the amount that ARTL can gift to MICT.
- The outlook for the MICT accounts was essentially positive. A question had been raised as our income from non-charitable trading purposes appeared high at £44,500. Upon examination £12,500 had been included unnecessarily; once this is removed the figure is comfortably within the limit of £50,000 per annum. There were no other matters of interest or concern.

Actions from Board Meeting

1. DS to arrange date for strategy meeting
2. DC to continue conversations with local catering and hospitality businesses
3. A reply to be sent to the member who raised the question of CRtB (RMcM / SB)
4. SB to distribute DTAS Local Governance tool kit
5. DS to raise MICT purchasing at the staff meeting
6. DS to raise the Keep Safe Places scheme at the staff meeting

- Sandy (W&B) and Vanessa also spent some time setting up methods on Sage for pre-payments and accruals which should help with ongoing day to day management accounts and bookkeeping.

4.2 Membership Numbers

- Nothing noted

5 Personnel

5.1 Staff Reviews Update

- No reviews have taken place this month.

5.2 HR Review including Policy Approvals

- There were no policies to approve or review.
- DS had met with MF and SB before the meeting to inform them that she had accepted another job from next season and so would be leaving MICT in February. She is keen to ensure a smooth handover and transition to her successor. The Board and MF expressed thanks for the advance notice and for the positive contribution made to MICT.

6 Special Items

6.1 Issues List

- The issues list is up to date.

6.2 General Manager's Report

- General comments were made by those in attendance in regards to the General Manager's Report and questions answered by MF.

6.3 MICE Meeting of Trustees

- The meeting has not taken place yet, SB will attempt to make contact with all Trustees and arrange a date. It was noted that the new Trustees need to be co-opted and the annual accounts need to be signed.

6.4 CRBT suggestions SB/RMcM

- This issue was dealt with above

6.5 MICT IT System

- MF, DS, BW and Richard Thorne (RT) met regarding the IT review.
- MF and RT will prepare a tender document for someone to migrate the IT system to a new cloud based system and to sell off some redundant equipment which will help finance some of the cost.

6.6 Marine Scotland consultation for seaweed harvesting (MF)

- MF had submitted a response to this consultation, making particular reference to the legal issues as highlighted in the response from Scottish Environment Link.
- There has been a lot of activity on social media regarding this issue with major concerns, although some do point out there may be some merit to it.

[CW left the meeting at this point]

6.7 Iona Village Hall CT – Dream Fund Application

- Approval to support the stage 1 application which is partnership with Iona Village Hall Community trust as per email of 30th August: proposed by CB, seconded by DC.

6.8 Local Democracy and Governance Review

- The Scottish Government and COSLA have launched a Local Governance Review.
- A number of topics were identified where having local decisions made more locally could be of benefit i.e. planning, roads, health, tourism infrastructure.
- SB will contact DTAS to enquire about the tool kit they produced in relation to this and will distribute it to directors and staff
- We will consider how to encourage residents to respond to this consultation.

6.9 Review of DTAS Conference

- Postponed to next meeting so that JL can contribute to the discussion.

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 (CB/CW/SB)

- The CATs Application will need to be updated and amended to reflect the revised situation now that Torosay Hill Estate no longer wish to lease the forest.

7.2 ReThink MESS (IJ)

- DS reported that EB has settled in well and is making good progress.

7.3 Childcare Project (CW)

- The report was noted and no points were raised.

7.4 Tobermory Lighthouse Path (AK/CB)

- Some remedial work is outstanding. The project should remain on the agenda until this is complete.

7.5 Eagle Partnership (CB) (MF/VML)

- Cian has now finished his contract and the Board expressed thanks for his contribution during a season made difficult by the natural drama which took place at the Craignure next site.

7.6 Intergenerational Project, Together Young and Old (CW)

- This project will shortly be brought to a close.

7.7 Light Industrial Park Tobermory

- This project has been facing 2 issues: an appeal on a planning condition and a legal dispute. Both these issues should be resolved within the next few days and work onsite can then restart.

7.8 MESS (DC)

- DC noted that there is some difficulty in providing a monthly report as the MESS steering group doesn't meet monthly.
- Figures are expected to be much the same as last year.

7.9 Ulva Ferry Housing (CB)

- Ownership of the Oskamull plots should transfer to MICT within the next week.
- CB and Helen MacDonald (HMacD) met onsite with the Chief Exec of The Wee House Co. on Saturday. He is going to provide more detailed information for consideration.
- The additional drainage work relating to phase 1 appears to have been successful.

7.10 Ulva Ferry Pontoon (SB/CB)

- The pontoon is quietening down now, but occupancy figures June – August were much improved on the 2017 figures. Fuel sales are also increasing.
- Issues with electrics, water and WiFi have been resolved.

7.11 Ulva Ferry Community Transport (CW)

- It has been a busy season, with the transport being used by both visitors and local people.
- We are working on ways to further streamline the entry and manipulation of data into the system.
- MF and HMacD are co-ordinating the service.

7.12 Ranger Service (AK)

- The report was noted and no points were raised.

7.13 Fionnphort to Pottie Path (RM/DC)

- The appeal on the Leader funding decision was rejected which means we are disallowed from applying for this project again for 2 years.
- Currently left with A&BC to see if they have sufficient other active travel projects to count as match funding for Sustrans to be able to commit to funding a smaller, lower cost project.

7.14 Mull & Iona Community Councils (JL & RM)

- There were no points raised regarding Mull Community Council.

Iona Community Council:

- Since the report was submitted planning permission has been granted for the Iona village hall
- There was discussion regarding the issue with the relief ferry and about broadband.

SB extended his thanks to all who had sent in reports and encouraged everyone to provide a report in future so that those not able to attend a meeting can have sight of the activities of the various projects.

8. Discussion items

- There were no discussion items

9. Any Other Business

9.1 MICT Purchasing

- The ReThink MESS Steering group have requested that we review MICT purchases in relation to our environmental policy to see whether any improvements can be made.
- It was agreed that DS would take this issue to the staff meeting and a small group would be formed to look into the issue and report back to the board.

9.2 Keep Safe Places

- Police Scotland has approached us to see if An Roth would become a "Keep Safe Place" as part of a nationwide scheme to help people in crisis.
- The board were supportive of this and DS will raise it for discussion at the staff meeting.

9.3 Ulva Housing Bid

- In partnership with Rural Housing Scotland MICT submitted a bid to deliver the feasibility for housing on Ulva. We have now heard that another consultancy has been selected to do this work.
- We will continue to work with Rural Housing Scotland to make best use of the skills, experience and knowledge we have built up with regard to housing.
- DC reported that there is now another electric vehicle (Nissan Leaf) on the island.

Meeting closed at 10pm

**The next Board Meeting will be held at An Roth on Monday 8th October 2018 at 7.30pm.*

Signed

Name

Date
