

Mull and Iona Community Trust
Minutes for the 247th Board Meeting
An Roth Community Enterprise Centre, Monday 13th August 2018

Meeting started at 7:30pm

Present: Sandy Brunton (SB), Ian Jones (IJ), Derek Crook (DC), Barry Whenman (BW), Caroline Wood (CW) and via Skype: Rob MacManaway (RMcM)

Apologies: Josh Liddle (JL), Gemma Paterson (GP), Chris Baker (CB), Alexa Kershaw (AK)

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

1. Welcome, Apologies and AOB

- SB welcomed everyone to the meeting; SB introduced all members to those present and apologies were received from those listed above.
- Any Other Business
 - Housing consultancy
 - Director recruitment
 - Hospitality training opportunities
 - Governance review

2. Approve Previous Minutes of Monday 9th July

- There was one minor correction made to the previous minutes.
- Proposed by IJ seconded by BW.

2.1 Review actions from previous minutes

- 1) **DS to arrange strategy review meeting:** ongoing
- 2) **SB, BW and GP to arrange meeting with Babs Whyte and Paddy Crerar:** still to be arranged
- 3) **Register BW and GP with OSCR:** to be completed following the meeting of MICE Trustees
- 4) **AK to liaise with MF to arrange upcoming staff reviews:** backlog is now being worked through
- 5) **RM and SB to report to next board meeting on acquisition of two facilities:** ongoing

2.2 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

- MF reported that MICT have arranged an audit closeout meeting for 30th August 2018. The accountant is going to come to An Roth and go through findings with staff and directors.

4.2 Membership Numbers

- It was reported that there are 3 new members recently recruited.
- It was agreed that a strategy should be put in place to recruit new members for after the AGM in November. DC and CW

5. Personnel

5.1 Staff Reviews Update

- AK has now prepared a spreadsheet for all staff and has identified 10 appraisals that are due. The first has been scheduled for the 22nd August and will be ongoing to work through the backlog.

5.2 HR Review including Policy Approvals

- There were no policies to approve or review.

6. Special Items

6.1 Issues List

- The issues list is up to date.
- It was noted that the Scottish Registration of Landlords has been renewed.

Actions from Board Meeting

1. DS to chase up doodle poll for Strategy meeting
2. Community Land Scotland Gathering 10th September, MF to attend with several directors.
3. Meeting to be convened regarding IT system. MF
4. DC, MF and SB to approach new potential directors.
5. DC to approach local businesses and those with experience to explore training opportunities for young people in the catering and hospitality industry.
6. DC and CW to discuss ways to recruit new members.
7. RMcM and SB to further research CRtB opportunities.

6.2 General Manager's Report

- General comments were made by those in attendance in regards to the General Manager's Report and answered by General Manager MF.
- There is a Community Land Scotland event being held in Oban on Monday 10th September, which directors were invited to attend.
- DS noted that the ReThink MESS stand and recycling bins at the Tobermory Highland Games, Bunessan and Salen shows had been well received, although provision of the recycling bins is fairly labour intensive.

6.3 MICT Strategy

- There was nothing regarding MICT strategy to report this month – ongoing.

6.4 MICE Meeting of Trustees

- This issue has been dealt with above.

6.5 CRBT suggestions SB/RMcM

- This issue is ongoing and will be discussed at a later date.

6.6 MICT IT System

- The IT evaluation report has now been completed and suggests ways in which we need to improve our IT System. The report will be thoroughly reviewed before going back to the IT consultancy agency with any queries.

6.7 Marine Scotland consultation for seaweed harvesting (MF)

- The Scoping Report requires some sort of response from MICT. There were concerns amongst the board regarding environmental damage for future activities and the impact on the local fishing industry.
- It was decided amongst the board that MICT will investigate taking part in a combined response along with SWIMID, HWDT, Mull Fishing Group and selected local experts.
- In the meantime, a direct holding response will be sent to Marine Scotland explaining we need more time in order to come back with a more detailed reply.

6.8 Ulva Ferry Housing Project

- The Scottish Land Fund application for new housing at Ulva Ferry has been successful – This makes up 90% of the capital costs to buy the land, 95% of legal fees for conveyancing and 50% of staff costs.
- Helen MacDonald is now working towards attaining funding for the final 50% of staff costs
- It was resolved to accept grant offer once received – proposed by CW seconded by DC
- Special thanks were extended by all members of the board to Helen MacDonald for her work in gaining this funding.

6.9 Staff Contracts

- A staff member's contract was discussed and a decision was made - Proposed IJ and seconded by DC.

6.10 Ulva Ferry Shore Facilities

- The Scottish Land Fund Stage 2 application has now been submitted to buy the land and cover staff costs and conveyancer fees.
- Approval of final application proposed by IW and seconded by RMcM.
- The board extends a thank you to everyone involved with the Ulva Ferry Shore Facilities application.

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)

- Discussions with Torosay Hill Estate are ongoing.

7.2 ReThink MESS (IJ)

- The budget reprofile request to cover the maternity leave costs has now been approved by CCF.

7.3 Childcare Project (CW)

- The steering group is still working with architects. A recent meeting where stakeholders attended went well and more meetings which will be open to the community are planned for 22nd August.

7.4 Tobermory Lighthouse Path (AK/CB)

- There were no points raised.

➤ Eagle Partnership (CB) (MF/VML)

- Japanese non-governmental organisation is due to visit on 22nd August to learn more about the Eagle Partnership.

➤ Intergenerational Project, Together Young and Old (CW)

- There were no points raised.

7.7 Light Industrial Park Tobermory

- The local review body have met and are upholding the original planning consent for the Light Industrial Park.

7.8 MESS (DC)

- It was noted that the MESS steering group could benefit from extra MICT board members and also a volunteer representative. DC and DS will discuss this with Hazel and the rest of the steering group.

7.9 Ulva Ferry Housing (CB)

- The application to the Scottish land fund has been accepted as discussed above.

7.10 Ulva Ferry Pontoon (SB/CB)

- The Ulva Ferry Pontoon has been busy in the past month, although there are issues with the wireless internet connection that needs to be resolved as soon as possible.

7.11 Ulva Ferry Community Transport (CW)

- There were no points raised.

7.12 Ranger Service (AK)

- There were no points raised.

7.13 Fionnphort to Creich Hall Path (RM/DC)

- The Leader funding application was rejected on multiple grounds.
- An appeal for this funding decision has been submitted to Leader. The decision for this appeal is due soon.

7.14 Mull & Iona Community Councils (JL & RM)

- There were no points raised.

8. Discussion items

- There were no discussion items

9. Any Other Business

- **Housing Consultancy:** this was discussed under 6.9
- **Director Recruitment:** this was discussed earlier in the meeting. DC, MF and SB will approach potential new directors.
- **Hospitality Training Opportunities:** DC raised the point that there could be catering and hospitality training opportunities for local young people which could provide work opportunities for school leavers and benefit local businesses. DC to approach local businesses and those with experience to explore this idea.
- **Local Democracy and Governance Review:** Due to lack of time this discussion was held over to the next meeting

Meeting closed at 10pm

**The next Board Meeting will be held at An Roth on Monday 10th September 2018 at 7.30pm.*

Signed

Name

Date
