

Mull and Iona Community Trust
Minutes for the 249th Board Meeting
An Roth Community Enterprise Centre, Monday 8th October 2018

Meeting started at 7.30pm

Present: Sandy Brunton (SB), Derek Crook (DC), Caroline Wood (CW), Gemma Paterson (GP), Ian Jones (IJ), Josh Liddle (JL), Barry Whenman (BW)
and via telephone: Chris Baker (CB), Rob MacManaway (RMcM)

Apologies: Alexa Kershaw (AK)

In Attendance: Moray Finch (MF), Dot Stewart (DS), Vanessa MacLean (VML), Mairi Greig (MG), Cathy Jones (CJ)

1. Welcome, Apologies and AOB

- SB welcomed everyone to the meeting; apologies were received from those listed above.
- Any Other Business:
 - Approval of MESS Funds
 - Iona Place Name Project
 - Electricity Supply

2. Approve Previous Minutes of Monday 10th September

- Proposed by CW and seconded by RMcM

2.1 Review actions from previous minutes

1. **DS to arrange date for Strategy meeting:** Ongoing
2. **DC conversations with local catering and hospitality businesses:** meeting with businesses within next two weeks.
3. **RMcM/SB to send letter to member re CRtB:** Still to be done
4. **SB to distribute DTAS Local Democracy tool kit:** Still to be done
5. **DS to raise MICT purchasing at the staff meeting:** done, staff members have volunteered to be part of group to take forward.
6. **DS to raise the Keep Safe Places scheme at the staff meeting:** done, registration almost complete.

2.2 Matters Arising from previous minutes

DC and CW discussing ways to attract new members : Information and paper drafted, to be forwarded to new board following AGM.

3. Declarations of Interest

- JL declared an interest in the land purchase for Ulva Ferry Shore Facilities project.

4. Finance

4.1 Finance Report

- First section of the auditor's report gives a good summary of the accounts without needing to go through the full set of accounts.
- Incoming resources are down on previous year due to less capital projects during the financial year.
- Trading subsidiary income also down slightly.
- Considering the size and complexity of the MICT accounts, it was noted that there were only a few low priority recommendations within the auditor's report, which include reconciliation of the purchase ledger, timely reconciliation of the bank accounts, monitoring trustees attendance at meetings.
- The board thanked Vanessa and others involved in bringing the accounts and auditor's report together.
- It was proposed to approve the accounts, subject to the board of An Roth Trading Ltd approving their net profit donation to MICT – IJ and seconded by CB.
- Finance report for the current year circulated prior to the meeting and discussed.
- Clarification required on projected expenditure increase for An Roth/Core.

4.2 Membership Numbers

- 244 current members. Good response to recent renewal letters.

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 Democracy tool kit
5. DC/CW to forward new members paper to new board following AGM.
6. VML to check expenditure increase for An Roth/Core.
7. MG/MF to investigate and source alternative finance/loan for TLIP Ph 2.
8. MG to invite prospective tenants to secure unit and place deposit.
9. VML to prepare budget for 2019/20, including DGM as FT position.
10. MF to respond to Glasgow University re Iona Place Names project.

5 **Personnel**

5.1 **Staff Reviews Update**

- In progress

5.2 **HR Review including Policy Approvals**

- There were no policies to approve or review. However, a number are due for revision.

6 **Special Items**

6.1 **Issues List**

- Item 14 – has been renewed.
- Item 15 – has been paid.

6.2 **Financing of TLIP Phase 2**

- Following discussion re timescales, cost implications and funding/loan options of progressing with phase 2, the board approved that alternative finance, including loan is sourced for phase 2 development of TLIP, for the remaining balance, pending the outcome of a grant application. Private and alternative loan finance to be investigated as an option to reduce the overall cost, due to reduced set up and interest costs. This allows MICT to instruct the contractor to move forward with phase 2 construction, alongside phase 1.
- Discussed securing tenants for units in advance of completion, and requesting a deposit.

6.3 **Staff Recruitment**

- Discussion re position of Deputy General Manager when DS finishes in Feb 2019. Budget for next year to be prepared and include implications of a FT or 0.6FTE position. Recruitment to commence as soon as possible after the budget implications have been considered, however, the board agreed in principle that a FT position would be beneficial.

6.4 **MICE meeting of Trustees**

- Accounts have been verbally approved pending formal approval and signing.

6.5 **MICT IT System**

- Tender has been prepared and sent to three contractors with a return date of 26th October. To move this forward quickly, an agreement by correspondence will be required.

6.6 **Craignure Pier**

- Request received to support community acquisition. Additional groups have been added to circulation list to ensure geographic coverage for all of Mull and Iona. Approved support pending further investigation.

6.7 **Arrangements for the AGM**

- Taking place on 12th November, 2pm – 4pm. Presentation to focus on current and future projects, with different staff and directors taking part. AGM, followed by presentations and then refreshments.

6.8 **General Managers Report**

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

6.9 **Review of DTAS Conference**

- SB and JL gave verbal review of the conference, and urged anyone who had the opportunity to attend this or similar events in future.

6.10 **CRtB Opportunities**

- Dealt with under actions from previous minutes.

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)**

- We are now looking at alternative management plan as Torosay Hill Estate estate are no longer wish to lease Ardura. Business plan and CATS application to be redone before beginning of December.

7.2 **Light Industrial Park, Tobermory (SB/CB)**

- Update given during discussions in 6.2.

7.3 **Childcare Project (CW)**

- Meeting with A&BC, architect and Care Inspectorate to review building design was positive. Business Plan, CATS and planning application to follow.

7.4 **Tobermory Lighthouse Path (AK/CB)**

- No points raised

7.5 **Eagle Partnership (CB) (MF/VML)**

- Covered under the Ranger Service report

7.6 **Intergenerational Project, Together Young and Old (CW)**

- No points raised

7.7 Rethink MESS (IJ)

- Ewan is making good progress. The Community Fridge is up and running. There will be a lot to do over the next few months to ensure other strands of the project are in place for the start of next season.

7.8 MESS (DC)

- Additional director(s) required for steering group. To be added to December board meeting agenda, once new board following AGM are in place.

7.9 Ulva Ferry Housing (CB)

- Purchase of 4 acres is complete. Helen has had a visit to the Wee House Company, who are preparing costings for two houses.

7.10 Ulva Ferry Pontoon (SB/CB)

- Scottish Land Fund application was successful, and allows purchase of land to develop a shore facilities building, car park and camper van park up area.

7.11 Ulva Ferry Community Transport (CW)

- No points raised

7.12 Ranger Service (AK)

- The report was noted and no points raised

7.13 Fionnphort to Creich Hall Path (RMCM/DC)

- No points raised

7.14 Mull & Iona Community Councils (JL & RM)

- The reports were noted and no points raised

8. Discussion items

- There were no discussion items

9. Any Other Business

- **MESS Funds** £5000 available for the full year, £2500 within this round. Board proposed to approve the SG recommendations, proposed CW, seconded by CB.
- **Iona Place Names** MICT have had a request to participate as a partnership organisation, in this project by Glasgow University. This would include providing staff time and/or events by the ranger service. Following discussion, we could only offer staff time if costs are reimbursed. MF to respond.
- **Electricity Supply** DC raised a question about a green electricity supplier for MICT premises. We are currently tied into a contract for electricity supply so this could be reviewed when the contract is due for renewal.

Meeting closed at 10pm

**The next meeting will be the AGM held at An Roth on Monday 12th November 2018 at 2pm.*

The next scheduled board meeting will be held at An Roth on Monday 10th December 2018 at 7.30pm.

Signed

Name

Date
