

Mull and Iona Community Trust
Minutes for the 254th Board Meeting
An Roth Community Enterprise Centre, Monday 11th March 2019

Meeting started at 7.30pm

Present: Sandy Brunton (SB), Derek Crook (DC), Barry Whenman (BW), Chris Baker (CB), Gemma Paterson (GP),

Apologies: Caroline Wood (CW), Ian Jones(IJ), Rob McManaway (RM) & Josh Liddle (JL)

In Attendance: Moray Finch (MF), Mairi Greig (MG).

1. Welcome, Apologies and AOB

- SB welcomed everyone to the meeting; apologies were received from those listed above.
- Congratulations to Joe on the birth of his son Jude.
- Condolences to the family of Mary Lynch who recently passed away.

- Any Other Business:
 - Oilfast
 - Director Recruitment
 - Future Projects

2. Approve Previous Minutes of Monday 11th February

- Spelling and typing error corrections notified in advance of meeting by RM.
- The previous minutes were approved by BW, seconded by DC.

2.1 Review actions from previous minutes

1. **Membership recruitment Strategy:** With CW away at the moment, DC and BW to take forward.

2.2 Matters Arising from previous minutes – all on the Agenda

3. Declarations of Interest

- SB – No longer carrying out any work with Lowergy, added involvement with Strathclyde University – Scottish Islands Plan consultation
- MG – Treasurer of Mull Junior Mod Club, member of Salen Primary parent council.

4. Finance

4.1 Finance Report

- FCS have confirmed contribution to Ranger Service.
- Thank you to A&BC for approval of cash flow loan for TLIP project, which has now been drawn down. Repayment schedule included in cash flow projection for TLIP.

4.2 Membership numbers

- In Joe's absence no Membership Numbers were available.

4.3 2019/20 Budget

- HMD preparing application to Tudor Trust for 3 years support for core costs and marketing.

5. Personnel

5.1 Staff Reviews

- One staff appraisal and one 6 monthly interim completed.
- One staff review scheduled, and another one identified.

5.2 HR Standing Committee Report including Policy Approvals

- Sickness and Absence Policy – proposed CB, seconded GP on the understanding that an additional item is included re unexpected absence due to dependent(s) requiring unexpected care.
- Environmental policy statement – proposed BW, seconded CB.
- It was suggested that the Staff Appraisal Policy be reviewed and updated.

6. Special Items

6.1 Issues List

- The spare chains for the pontoon which are currently stored at North West Marine in Oban are due to be checked and relabelled if necessary 'Property of Mull and Iona Community Trust'.
- Pontoon inspection to be arranged.

Actions from Board Meeting

1. DC and BW to meet to discuss a membership recruitment strategy
2. Proposal to distribute Intergenerational CDs – be added to April agenda.
3. MF to message Staff and Directors to see who would like to make up a 4th Standing Committee for PR and External Communications.
4. MF to circulate a list of grant funding to the Board in a bid to help with Revenue Funding.
5. MF to ask Joe about designing a MICT leaflet to take to events.
6. MF to speak with Matrix Computers about setting Directors up on Outlook.
7. MF to arrange letter and other people to attend mtg with council re childcare on 2nd April.
8. MF and SB to attend SE event in Oban 25th/26th March
9. HR Standing Committee to review Staff Appraisal Policy
10. TLIP peer to peer loans to be promoted to MICT membership and website
11. MF and BW to meet to set up sharepoint for directors.
12. MF to respond to Mull Music Makers.

- The Annual Rent Review for the Ulva Ferry Houses is due in April / May, ahead of implementing from June.

6.2 GM report

- MF circulated a written report prior to the meeting.
- Childcare meeting with council officer in Oban on 2nd April, MF going, will be approaching other people/parents to attend.
- GPA – MF noted that the organisation will hopefully be dissolved officially by the end of March
- TLIP peer to peer loans – promote to MICT membership, and have something on website.

6.3 Membership recruitment proposal – No proposal to circulate carry forward.

6.4 Fionnphort-Creich Hall Path Update – may be able to access full funding from Sustrans, thanks to very strong efforts by Colin Young at Argyll and Bute Council to negotiate match funding with Sustrans.

6.5 Calmac Conference

The merits of attending the conference on Wednesday 27 March were debated but it was decided on this occasion not to attend. Following discussion, agreed that Argyll TSI/Inspiralba/UnLtd event on 25th and 26th March in Oban will be more beneficial.

6.6 Friends of Calgary Bay – toilets

Friends of Calgary Bay have requested MICT support to investigate acquisition of Calgary Toilets under an Asset Transfer. This would require an application to SLF for revenue funding to investigate the proposal and to prepare a business case. CW and IJ in their apologies for the meeting expressed that they supported this. Proposed – DC, seconded by CB.

6.7 Mull Music Makers

Mull Music Makers have requested assistance from MICT after loss of their main funding from Creative Scotland. After discussion and careful consideration, it was agreed that we are currently not in the position to take the group into MICT. The benefits of the project are very clear and support and advice re funding to be offered to the group.

6.8 Staff Recruitment update

- The Finance Managers position has now been filled, officially starting on 1st April, with 3 hand over days with Vanessa scheduled for the end of March.
- MESS Resource Recovery Worker for Saturdays has been filled.
- Seasonal Ranger post has been filled.

6.9 IT System Update

- Old hardware still to be sold.
- MF and BW to meet to setup director access to Sharepoint folders for Board papers

6.10 Possible new energy project

CW, IJ and RM expressed prior to meeting that they would support further investigation of this. Those present approved that we should investigate further

6.11 CCTV at An Roth

Cameras okay, fault with input to recorder, which CB is still working on.

7. Steering Group Reports

- Steering Group reports were provided prior to the meeting and were acknowledged, and only new questions noted. Verbal reports were given on all other projects with points highlighted below.

7.1 Ardura (CB/CW/SB)

- A second SLF Stage 1 application has been submitted.

7.2 Rethink MESS

- No points raised.

7.3 Childcare Project (CW)

- Discussed as part of the General Managers Report.

7.4 Tobermory Lighthouse Path (CB)

- No points raised, could now be taken off the project updates.

7.5 Eagle Partnership (CB) (MF/VML)

- No points raised.

7.6 Intergenerational Project, Together Young and Old (CW)

- No points raised.

7.7 TLIP

- Building warrant has been conditionally approved, allowing foundation to be laid next week.
- Disposal location for surplus spoil identified.

7.8 MESS (DC)

- No points raised.

7.9 Ulva Ferry Housing (CB).

- No points raised.

7.10 Ulva Ferry Pontoon (SB/CB)

- No points raised.

7.11 Ulva Ferry Community Transport (CW)

- Purchase of replacement Nissan Leaf discussed as part of the General Managers Report.

7.12 Ranger Service (GP)

- No points raised.

7.13 Fionnphort to Creich Hall Path (RMCM/DC)

- Discussed in GM report.

7.14 Aros Park Walled Garden

- No points raised

7.15 Mull & Iona Community Councils (JL & RM)

- Nothing provided

8. Discussion items

- There were no discussion items

9. Any Other Business

- Oilfast – oil buying scheme, agreed that this is not something we wish to get involved with at present.
- Director Recruitment – MF has approached a potential director, and also someone else in mind.
- Future projects – strategy needs to be looked at again first to ensure that any future projects fit. Strategy standing committee to be convened.

Meeting closed at 10pm

The next scheduled board meeting will be held at An Roth on Monday 8th April 2019 at 7.30pm.

Signed

Name

Date
