Mull and Iona Community Trust
Minutes for the 256th Board Meeting
Argyll Hotel, Iona - Monday 13th May 2019

Meeting started at 1.30pm

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

Apologies: Ian Jones (IJ), Hayley Gray (HG), Rob McManaway (RM), Josh Liddle (JL)

In Attendance: Moray Finch (MF), Pamela Venters (PV), Joe McFadden (JM)

1. Welcome, Apologies and AOB

- SB welcomed everyone to the meeting and apologies were received from those listed above.
- SB spent some time summarising the recent project updates from over the past few months.
- It was noted that we have now successfully bought the land at Ulva Ferry and planning permission has been granted for the Ulva Ferry Shore Facilities project.
- CW and GP summarised the recent meeting regarding childcare on the island with the government.
- Members of staff and directors from the Arisaig Community recently paid a visit to Mull and Iona Community Trust to learn about our projects and how MICT operates as a company.
- HG was co-opted as a new director - proposed by CB, seconded by BW.

2. Approve Previous Minutes of 8th April 2019

- No amendments for previous minutes.
- Proposed by DC, seconded by BW.

2.1 Review actions from previous minutes

1. **MF to message Staff and Directors to see who would like to make up a 4th Standing Committee for PR and External Communications –** Carried forward to next meeting.
2. **MF discuss with Joe designing a MICT leaflet to take to events –** A short strategy document has been produced to fit this purpose and is awaiting approval.
3. **MF to send out detailed instructions to all directors and staff, for sharing documents on MICT Sharepoint with directors –** This has been actioned.
4. **MF to arrange letter and other people to attend mtg with council re childcare on 18th April –** This has been actioned and sent to all eight councillors on the committee.
5. **MF/MG to follow up contact with A&B TSI, particularly in relation to possible support –** This action is ongoing.
6. **HR Standing Committee to review Staff Appraisal Policy –** This action is ongoing.
7. **TLIP peer to peer loans to be promoted to MICT membership –** This has been actioned and there have been several enquiries regarding peer to peer loans.
8. **MF to source additional income to support Nissan Leaf purchase –** A replacement Nissan Leaf electric car has been purchased and the fundraiser has raised £350 out of the £750 target so far.
9. **MG to email possible dates for Strategy meeting –** This has been actioned.
10. **MF to contact THS Parent Council –** This has been actioned.
11. **MF/MG - Finalise and circulate funding information sheet to Finance committee –** This has been actioned.
12. **Joe to implement items identified for improve membership recruitment –** This action is ongoing.

2.2

- **Matters Arising from previous minutes –** nothing to note.

3. Declarations of Interest

- No changes to note.

4. Finance

4.1 Finance Report

- MF provided a general finance update as there was no monthly finance report due this month.
- PV noted that the old projects which are now regularly generating income should now be part of Mull and Iona Community Trust's core earnings.
- HG questioned the apparent overspend for Tobermory Light Industrial Park and was reassured by MF that it is a matter of timing of invoices being paid and grants reimbursed.

Actions from Board Meeting

1. MF to send instructions on how to use Sharepoint to board directors
2. MF to share 2019/2020 financial report with board directors
3. JM to investigate display boards to sell CD's
4. PM and MF to further investigate changing MICT's bank accounts.
5. Notice for vending machine explaining why it is no longer in use.

- HG requested that directors get a copy of the 2019/20 budget – this will be distributed by MF.

4.2 Membership numbers

- There are currently 312 members in total (49 of which are postal).
- Numbers and names of new members are now to be provided prior to each monthly board meeting.

4.3 Finance Standing Committee Report

- A brief summary was provided by CB - no points were raised.
- The next Finance standing committee meeting has been rescheduled to the afternoon of Thursday 30th May.

5. <u>HR and Policies</u>

5.1 Staff Reviews - Update

- Update provided on staff appraisals.

5.2 HR Standing Committee Report

- No points raised.

6. <u>Strategy</u>

6.1 Strategy Standing Committee Report

- No points raised.

7. <u>Special Items</u>

7.1 Recurring Actions List

- No points raised.

7.2 General Managers Report

- The general managers report was provided beforehand and questions were asked.
- TRO - it is approaching four weeks until area committee meeting. MF proposed that he attends that meeting in Oban. He stated we need as a community to send a response to the summary of objections and make sure it accurately reflects the relevant points.
- Defibrillator Network – We are in the process of getting a new unit installed at Lochdonhead Primary School.
- It was also noted that the recent event at Dervaig Village Hall was a real success and a productive day for all involved.

7.3 Possible change of bank – There is a limit on the amount of BACS payments that can be made currently. This then affects and hampers the day to day management of MICT's finances. MF proposes that we further investigate changing bank accounts.

7.4 Intergenerational Project – Ways were discussed to distribute the Intergenerational Project CD's. There are 454 CD's left, not including the ones in An-Tobar. All board members were in favour to sell 400 of the remaining CD's – proposed by CW, seconded by DC.

7.5 Membership recruitment proposal – This was agreed.

7.6 CCTV at An Roth – The CCTV at An Roth Community Enterprise Centre is now operational.

7.7 Approval of rent review – Approval of rent increase of 2% at 1 and 2 Seallach Loch Tuath - proposed by CB, seconded by DC.

8. <u>Steering Group Reports</u>

- 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.

8.1 Ardura (CB/CW/SB)

- Nothing to report.

8.2 Rethink MESS (EB)

- Gordon Chalmers has now been appointed as Food Waste Collections Officer. We are now waiting on the Big Hanna composter being installed at Sgriob ruadh farm. It was highlighted that there is a lot of interest in the community regarding composting and the community fridge.
- It was noted by DC that there is now increased usage of the MESS van which is worth bearing in mind for the future.

8.3 Childcare Project (CW)

- The board had a discussion of the challenges and best route forward above.

8.4 Eagle Partnership (MF/JD)

- The Mull Eagle Watch Partnership is going well and one chick has hatched at Craignure Golf Course site.

8.5 Intergenerational Project, Together Young and Old (MG)

- Dealt with above.

8.6 Light Industrial Project Tobermory (MG)

- SB asked a question re water supply testing at Tobermory Light Industrial Park. MF and CB answered that the water supply testing is ongoing at the moment.

8.7 MESS (HC)

- Report submitted. – it highlighted that 63 tonnes of waste have been diverted from landfill during last year.

8.8 Ulva Ferry Housing

- Report submitted.

8.9 Ulva Ferry Pontoon (CF)
- Report submitted. It was noted that there are now boats arriving and it is getting busy for the Summer season at Ulva Ferry Pontoon.

8.10 Ulva Ferry Community Transport (MF/JM)
- Nothing to report.

8.11 Ranger Service (JD/EW)
- Report submitted.

8.12 Community Resilience Officer (RT)
- HG questioned whether this item was new and it was confirmed by MF that it is not and was only for discussion this month.

8.13 Mull and Iona Community Councils (JL/RMcM)
- Discussed in GM report.

9 <u>Discussion items</u>
- There were no discussion items

10 <u>Any Other Business</u>
There was nothing further to discuss.

<u>Meeting closed at 4pm</u>

The next scheduled board meeting will be held at An Roth Community Enterprise Centre, Monday 10th June 2019 at 1930.

Signed

Name

Date