

**Mull and Iona Community Trust**  
**Minutes for the 275<sup>th</sup> Board Meeting**  
**Via Zoom - Monday 8<sup>th</sup> February 2021**

*Meeting started at 7.30 pm*

**By Zoom:** Sandy Brunton (SB), Rob MacManaway (RM) Sue Hawkes (SH), Ian Jones (IJ), Derek Crook (DCr), Joe Reade (JR), Heather Waller (HW) Jane Griffith (JG), Barry Whenman (BW), Gary Wiltshire (GW), John Innes (JI), John Maughan (JM), Fiona Wade (FW), David James Currie (DJC).

**Apologies:** No apologies to note.

**In Attendance:** Moray Finch (MF), Mairi Greig (MG), Pamela Venters (PV)

**Actions from Board Meeting**

1. Arrange meeting to discuss feasibility for care home (MF) C/F
2. Risk Register – RM to liaise with each director re: tailoring each project's risk register. C/F
3. Due Diligence Policy re: donations – has asked for help with this.
4. MG has spoken with Joe McFadden to look at addresses allowed on Website donations, together with on-line membership applications from outside of UK. Work in progress. C/F
5. Strategy Standing Committee - Meeting this Friday.
6. Staff/Directors' contacts list to be updated. Completed.
7. Helipad – meeting has taken place but with no developments.
8. MF/JI to look at better rates for Mortgage for Pennyghael School House.

**1. Welcome, Apologies and AOB**

No apologies. MF has two items to refer to later in the General Manager's Report.

**1.1 Co-option of John Maughan as Mull Community Council representative Director**

SB thanked John for offering to be MCC's representative on the board. There are two spaces for nominated Directors – one from MCC and one from Iona CC. SH proposed and JR seconded.

SB started the evening with some good news; MG confirmed she received an e-mail from the Scottish Enterprise Awards – MICT has been nominated and won the Best Rural Community Development Project – Isle of Mull. Not sure if this is for the whole organisation or a specific project.

MF confirmed that funding from the Strategic Housing Fund towards the purchase of Pennyghael House has been agreed.

**2. Approve Minutes – Monday 11<sup>th</sup> January 2021**

SB pointed out that we now have two DCs and wasn't sure which DC was referred to. Now to be known as DC (Derek Crook) and DJC (David James Currie).

Item 3 had a small typing error.

JJ proposed and DC seconded.

- **Review actions from previous minutes**

Item 2 – Risk register - RM will be in touch with each director in charge of different projects to discuss risks, so they can tailor the risk register for each project. Hope to have something in place in time for March meeting.

Item 10 – JI confirmed the Environmental Policy has been circulated and he is happy with the Policy and doesn't think there needs to be any revisions. DC agreed and will be in touch with JI and JG to discuss whether we can seek for a more detailed application.

**2.2 AOB**

No matters arising.

- **Sign previous minutes (SB)**

**3. Declarations of Interest and Register of Related Parties**

SB explained if there are any changes to e-mail these to MF.

**4. Finance**

**4.1 Finance Report**

A finance report and cash flow summary to end of December 2020 was issued prior to the meeting, PV went through the content and what was discussed at the Finance Committee meeting. The Cashflow Report was shared using the same format as before with November/December figures updated.

SB confirmed that the Finance Committee has looked at this and have had their questions resolved and asked that we all consider any other questions to be raised of this Committee.

SB confirmed that there has been a huge amount of work done by PV, MG and MF to get the figures up to date; this puts us in quite a healthy position and is grateful for the various government funds that have become available as well. Went on to thank those in the Finance teams to keep things up to date and keep the finances coming in.

## 4.2 **Budget**

SB confirmed that a substantial amount of work has been done on the budget; with the budget for 2021-22 the Finance Committee has been through this and picked up various points/questions, which have been checked and/or corrected. MG explained that this is projected snapshot for next year April 2021-March 2022. We have funding applications pending, and the funding situation changes all the time. A summary was shared showing the projected income and expenditure of each of our projects. MG confirmed that An Roth Community Enterprise Centre is our office building in Craignure and in usual times we rent out rooms for training, meetings etc. We do currently have 3 tenants.

Further discussion took place regarding reporting methods to help identify changes versus actuals; projects or initiatives that contribute to core or run at a deficit and surplus generating projects masking what is happening elsewhere within the budget. MF confirmed that he knows from past experience that month by month project grant applications will come through; and where possible they will contribute to core costs.

Budget proposed by JI and seconded by GW.

## 4.3 **Membership Numbers and Donations**

MF confirmed there is one new member, who also happens to be on the Mull Native Woodland Group. No new donations.

## 5. **HR and Policies**

### • **Staff Reviews – Update**

MG confirmed update in report. Have carried out two appraisals since last board meeting, another six due, 3 by MF, 1 by Hazel and 1 by MG. Also one by the Board for MF, who asked for this to be done in 3-4 weeks time and maybe with a couple of directors. DJC agreed to assist SB with this.

### • **Approval of Policies**

No Policies to approve.

## 5.3 **Salary Review**

MG confirmed that there is a proposed Cost of Living increase and as a Living Wage employer, the minimum is rising from £9.30p/h to £9.50p/h – an increase of 2.15% which will be an increase for 7 of our regular staff and those on zero hours contracts. There is a proposal from the HR & Policies Committee to increase all other staff and grades by 2%.

The board weighed up the overall cost to MICT, and the employment allowance. IJ proposed and RM seconded this.

Confidential Item discussed.

## 6. **Strategy**

### 6.1 **Strategy Standing Committee**

This is to meet later on this week. MF confirmed that at the last meeting we came up with an agreement that we would put together an alternative format which GW has put forward. This is to adapt what Hayley had started into the new format. GW will make sure this is shared to the rest of the group this week.

## 7. **Special Items**

### 7.1 **Recurring Actions List**

MF confirmed he will ask North West Marine who have our spare chains for Ulva Ferry Pontoon at their site in Oban if they have a vehicle coming over in the next few months to bring the chains over. To be stored at Nonhebel Park or the Gantry.

### 7.2 **General Manager's Report**

SB thanked MF for a comprehensive report. We have now completed on the purchase of the gantry site at Craignure. The legacy; a lady who passed away and had a second home in Tobermory. The home was left for sale with the proceeds going to 3 island groups; with MICT receiving 20% of sale. Proceeds of sale received last week, so not yet accounted for within cashflow.

SB confirmed that Sian Scott will be working on a legacy plan to see if we can receive more legacies in the future.

### **Deputy General Manager's Report**

Feedback received on Out of School Care trial proposal from Policy team at Scottish Government with thoughts and suggestions they wish to discuss week commencing 15<sup>th</sup> Feb.

MG – discussed starting some further MICT videos – ranger service or housing.

### 7.3 **Fund Raising Officer's Report - Approval of application to TNLFC for Ardura Community Well Being Project**

Lottery application for the Wellbeing Project for £95,000 over two years; HW approved and RM seconded.

### 7.4 **Charitable Community Benefit Society – discussion. MF (email 31/01/21 refers)**

MF asked for volunteers from the rest of the board further investigation to decide whether or not we take it forwards. We have found on a number of recent occasions that we have projects which conventional grant funders and public funders may not want to support, but we feel are important for the social benefits. Our current constitution does not allow us to do this, but, as a Charitable Community Benefit Society, we could do all of the things we do at the moment with no impediment and if we had the opportunity to develop a community share issue, we could ready for the next stage ie. Produce a Prospectus. If we wait until there is an opportunity, where community shares could benefit it, it could take 3 – 4 months to constitute a new organisation. SB confirmed this is a new set of articles that have been developed by very experienced lawyers, through Development Trust Association Scotland having got Government recognition that community shares are one way

that community organisations can develop funding for different projects. This is now tested and approved by the Government. MF confirmed that this would not affect any current funding streams. SB, JI, GW and JG agreed to join MF on a working group to look at this further.

#### **7.5 Approval of application to Nature Scot Better Places fund (Shore Facilities)**

RM proposed and HW seconded.

#### **7.6 Approval of Out of School Care Proposal**

SH proposed and FW seconded.

#### **7.7 Mortgage application for Pennyghael Old School House**

Original proposal was to approve an application to Ecology Building Society which MF prepared. JI has suggested looking mainstream commercial lender as this is a purchase and not a construction project. We are not yet in a position to know whether we have got a better offer; MF confirmed he and JI to look into this further.

#### **7.8 Public Toilets (MF)**

GW asked if the local authority is obliged to provide toilet facilities and it was confirmed this is not the case. MF confirmed that with Option 2 the responsibility for maintenance, painting, roof repairs etc. will be passed on to the local group. If we want to investigate this further, we will need a full condition report. Regarding the Council cleaning the toilets, they are putting together a draft Agreement for Bunessan, Salen and Ulva Ferry (only the toilets the Council have deemed "unnecessary for them to re-open"). There was a brief discussion about the need for public toilets to be kept. MF confirmed there is a meeting with the Council and SWIMD this week and SB asked for any volunteers to discuss this further. DJC agreed to be involved along with JI, SB.

### **8. Steering Group Reports submitted in advance, discussed as noted below;**

#### **8.1 Ardura**

SB confirmed there will be a wider steering group meeting on Wednesday afternoon including SB, HW and JI from MICT board.

#### **8.2 Childcare project**

Already discussed.

#### **8.3 Nonhebel Park, Tobermory (MG)**

MG confirmed only a few minor snagging issues.

#### **8.4 MESS (HC)**

Potential for Ebay sales, possibly with funding towards this.

#### **8.5 Pennyghael School House**

Already discussed

#### **8.6 Ulva Ferry Housing (HMCD)**

MF confirmed the electricity pole should be relocated in a couple of weeks, but no new dates for when the remaining 2 houses will be delivered. The Oskamull site is progressing very well with the roofs on, finishing internals and landscaping being carried out. Fibre broadband will also be installed in the next few weeks. MF also confirmed it is hoped tenants will be moving in during April.

#### **8.7 Ulva Ferry pontoon and shore facilities (CF)**

No questions raised.

#### **8.8 Ulva Ferry Community Transport (MF/JM)**

No questions raised.

#### **8.9 Ranger Service & Eagle Partnership (JD & EW)**

No questions raised.

#### **8.10 Key Workers Accommodation (BW/EF)**

MF confirmed another meeting with the Council has been arranged.

#### **8.11 Friends of Calgary Bay (MF/JD)**

With the Rangers Report.

#### **8.12 1000 Voices project (MF)**

#### **9.13 Mull & Iona Community Councils**

No questions asked. JM confirmed they have been working on the Craignure ferry consultation. This will be a full Council meeting.

### **9. Any Other Business**

GW - on the 23<sup>rd</sup> February Rural Housing Scotland have an online summit called Homes for Health & Wellbeing which he will attend and will report back if this anything of interest comes out of this. MF has a presentation at this on the Monday, and on the Tuesday he will be presenting with the Wee House Company. He will share details of this for anyone else to join in if they wish.

SB also mentioned that the Scottish Rural Action or Rural Parliament will be coming up in March with lots of different discussions, opportunity to say that toilets should be a statutory Council obligation etc.

*Meeting closed at 9.30pm*

*The next scheduled board meeting will be on Monday 8<sup>th</sup> March 2021 at 7.30 pm via Zoom.*

**Signed**

**Name** Sandy Brunton

**Date**

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