

**Mull and Iona Community Trust**  
**Minutes for the 283rd Board Meeting**  
**Via Zoom - Monday 14<sup>th</sup> February 2022**

*Meeting started at 7.30 pm*

**By Zoom:** Sandy Brunton (SB), Rob MacManaway (RM), Barry Whenman (BW), John Innes (JI), Derek Crook (DCr), Gary Wiltshire (GW), Sue Hawkes (SH) joined late, David James Currie (DJC), John Maughan (JM), Robert Cameron (RC).

**Apologies:** Heather Waller (HW), Jane Griffiths (JG), Pamela Venters (PV), and Kathryn Dyer (KD).

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

**1. Welcome, Apologies and AOB**

SB welcomed. Apologies from HW, JG, PV and KD. GW raised question about agenda re: budget (4.4) and discussions that follow that will affect the budget. DCr joined. SB addresses concerns and poses a solution. GW agreed.

AOB - MF added housing-related point to the agenda.

**2. Approve Minutes – Monday 13<sup>th</sup> December 2021**

**2.1 Approval of previous minutes**

Corrections noted. Point 6.0 Strategy to be intentionally left blank from now on. JI proposed, RM seconded.

**2.2 Review actions from previous minutes**

Item 1; MESS Steering group did meet and discussed surplus.

Item 2; GW sent email re: Gift Aid.

Item 3; MF and DCr met at old site at Bunessan. Site has potential but has risks as well. Discussion with local residents is warranted.

No other matters arising.

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

SB reminded everyone that declarations of interest are attached to the agenda and if anyone has any change in circumstance to please let MF know. MF stated that JI informed him of new interest, which has been added to the Register.

**4. Finance**

**4.1 Standing Committee Report (SB, RM, JI, MF, PV, MG)**

Committee met and approved budget to be put forward to board for approval.

**4.2 Finance Reporting**

Reporting was covered in January meeting.

**4.3 Approval of Designated Funds used (as detailed on management accounts)**

Designated funds have been used as approved. MG detailed what funds have been used as designated. JI proposes; RM seconded.

**4.4 Approval of Budget 2022-23**

Budget has been approved by Finance Standing Committee. JI raised concern regarding potential shortfall for UF Shore Facility building. SB noted that shortfall was based on a build estimate. CF is still seeking funding to cover potential shortfall.

GW raised concern about needing to add a contingency amount noted in the budget to cover unknown or 'possible unknown' costs.

GW noted that fundraising officer post and related costs need to be separated from shared support costs for statutory accounts purposes within the SOFA (Statement of Financial Activities).

Further discussion re deficits in particular areas, achieving full cost recovery and identifying areas which require further funding.

SH joined meeting.

Proposed by RC, seconded by RM.

**Actions from Board Meeting**

1. MF to contact factor for Duke of Argyll, Catriona Noble re: Bunessan site
2. MF and MG to look at ways to record contingency amounts in the budget
3. MF to send email to find out who will be a part of CRtB working group
4. HMCD contact contractors re: 5-year electrical inspections
5. MF to form a short life working group to discuss investment of Ardura surpluses
6. MF will draft a letter in support of SWMID's application to the Crofting Commission
7. MF/HMCD to further discussions with A&BC re vacant house.

SH declined to approve as she missed the discussion.

Everyone else approved the budget.

MG asked for ratification of previous in principle cost-of-living salary rise pending the board being able to review this alongside the budget impact. JM proposed, DCr seconded. All agreed.

#### **4.5 Membership numbers and donations**

Not noted this month.

#### **5.0 HR and Policies**

##### **5.1 Staff Reviews – Update**

See Deputy Manager's report.

##### **5.2 Policy Reviews –**

None this month.

##### **5.3 Approval of Annual Leave to be carried forward**

MG noted that there are 4 members who have holiday to carry forward into the next holiday year due to exceptional circumstances. SH proposed, DJC seconded. MF thanked the HR committee and MG for managing HR and putting structures and policies in place.

##### **5.4 Approval of additional Jubilee Public Holiday**

MG noted that this holiday combines with End of May holiday to become a 4-day weekend. As MICT staff can take holiday as and when they wish (not necessarily on the day named), approval means one extra day of holiday that the company would pay for. RC proposed, JM seconded.

#### **6.0 Strategy**

This section intentionally left blank.

#### **7.0 Special Items**

##### **7.1 Recurring Actions List**

Item 10: RM asked whether contractors to carry out 5-year electrical inspection have been contacted for quotes. MF will raise with HMCD to start the process.

Item 4: Question about whether Ardura income considered to be charitable trading or not. There may be a potential corporation tax liability. MF has raised with Wylie and Bisset who have passed this to their tax expert to clarify.

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

GW asked about acronym used in 12b – septic tank. MF clarified it is NHBC.

Jl asked about 12b – what could have been done differently, and can we learn from what we have done in relation to inspections, maintenance, other things that maybe could or should have been done. JM suggested developing maintenance schedules; MF agreed.

Item 18: NESOI was a huge piece of work for both Sian and MF to complete; well done.

Item 20: key worker accommodation. SB will attend meeting on 15<sup>th</sup> Feb.

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

MG: Two staff members isolating with Covid.

GW concerned about sharing of special category data, even confidentially within board only. MG attending a GDPR workshop later in the month and will use opportunity to check that we are complying.

GW asked about final report for childcare study. MG noted that the final report is very specific to out of school care, no other childcare issues. The report will be shared with the Board for information.

##### **7.3 Fundraising Officer's Report**

Sian continues to experience a high level of success.

##### **7.4 Discussion of CRtB proposal (MF)**

Community Right to Buy. DCr suggested forming a working group to create a prioritised list and identify scope. SB suggests that we look at other organisations' experiences. MF will send email to Board and Senior Staff to find out who wants to be a part of the working group. All agreed.

##### **7.5 Approval of NESOI Application**

No questions. Jl proposed. JM seconded.

##### **7.6 Discussion of Proposed decision-making process for investment of Ardura Surpluses**

Next steps: MF suggests forming a short life working group to discuss. Strategically important subject that warrants careful consideration.

RC asked about grants to plant trees, and carbon credits. MF stated that carbon credits are only available for woodland creation schemes, which does not apply as Ardura is a reforestation scheme. However, there is some money available for peatland restoration, which is something that can be explored within Ardura. MF will invite all board members to the discussion in an email. All agreed.

**8.0 Steering Group Reports submitted in advance, discussed as noted below:**

**8.1 Ardura (MF)**

No questions raised.

**8.2 Ardura Community Wellbeing Project (RF)**

No questions raised.

**8.3 Childcare/Out of School Care project (JW)**

No questions raised.

**8.4 Nonhebel Park, Tobermory (MG)**

SB noted one tenant not continuing with an extended and serviced compound. MG noted that they are not discontinuing lease. Approaching 100% occupancy across all compounds/sites.

**8.5 MESS (HC)**

No questions raised.

**8.6 Housing (HMCD)**

No questions raised.

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

No questions raised.

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

SB wonders if something should be done to note long-service staff departure. MF will broach the subject with EB.

**8.9 Ranger Service including Eagle Partnership & Friends of Calgary Bay (JD & EW)**

No questions raised.

**8.10 Data Research (HW)**

No questions raised.

**8.11 Mull Community Council, Iona Community Council Reports (JM & RM)**

SB: Maol farm vacant – huge loss to Iona due to one family leaving.

Jl noted that community consultation changed TSL plan for Craignure housing development in positive ways.

JM wrote to Crofting Commission on behalf of the MCC in support of for SWMID's Crofting Application and suggested that MICT Board do the same. MF will put together a letter of support.

**9.0 Discussion items**

Training through DTAS on 23<sup>rd</sup> Feb related to roles and responsibility. MG has included a link.

**10.0 Any other business**

MF: Potential housing opportunity. A&B Council have a vacant house and have been in touch with HMCD about MICT purchasing it. If the council agree to sell with a Rural Housing Burden, MICT could consider purchasing. MF/HMCD to further discussions.

*Meeting closed at 9.34pm*

*The next scheduled board meeting will be Monday 14<sup>th</sup> March 2022 at 7.30 pm via Zoom.*

**Signed**

**Name**            **Sandy Brunton**

**Date**

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