

Mull and Iona Community Trust
Minutes for the 293rd Board Meeting
In Person and Via Zoom - Monday 08th August 2022

Meeting started at 7.30 pm

Present: Sandy Brunton (SB), Rob MacManaway (RM), John Innes (JI), Barry Whenman (BW), Dave Currie (DJC), John Maughan (JM), and Derek Crook (DCr).

By Zoom: Jane Griffiths (JG), Heather Waller (HW), Sue Hawkes (SH), and Rob Cameron (RC).

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

Apologies: None

1. Welcome, Apologies and AOB

SB welcomed.

No Apologies.

AOB: Request for update on NWMCWC.

Staff Salaries

Defibrillators

An Roth Septic Tank

Approve Minutes – Monday 11th July 2022

2.1 Approval of previous minutes

7.1 Housing on Iona – changed to MF and others were viewing Maol Cottage on Iona regarding the future of the cottage.

RC proposed, JI seconded.

2.2 Review actions from previous minutes

Item 1; Completed.

Item 2; CF; related to Board Meeting Frequency discussions.

Item 3; Completed.

Item 4; will be completed shortly.

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.

4. Finance

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

No report due this month.

4.2 Finance Reporting

No further discussion.

4.3 Designated Funds at 31.3.22

MG: Designated funds are unrestricted funds that can be designated for specific purposes. MG showed spreadsheet and explained proposed designated funds as of 31.03.22. Discussion followed.

Question posed about whether there is scope to expand Gantry storage, or to refresh containers already on site. Costs of containers may be prohibitive at this point. Future of MESS polytunnel and shed were also discussed; agreed that MESS Steering group needs to begin this discussion.

Question posed about increasing costs in line with inflation; assured that all leases have provision to increase costs in line with CPI.

JI proposed, DCr seconded.

4.4 Membership numbers and donations

No report this month.

5.0 HR and Policies

5.1 Policy Reviews

No policies to review this month.

HR: Have had enquiries regarding UFCT drivers.

Finance manager. Advertising on Good Moves (SCVO) and Hi Jobs. Closing date is 12th August.

Interviews w/c 22 August. PV has been asked to be on the panel to provide expertise; need a director to join as well. SB volunteered, and SH as well. MG will arrange.

Question posed regarding Company Sick Pay and what MICT offers. Currently, MICT offers two weeks, then SSP. Some discussion about whether this is feasible in the current financial situation, and whether

Actions from Board Meeting

1. MG will research current salary ranges and benefits such as sick pay, asking DTAS and SCVO.
2. MG to look into automated notifications for new steering group folder on server
3. MESS Steering Group to discuss future of polytunnel at Gantry site
4. MG to arrange FM interviews with interested Directors
5. MF to contact plumber to follow up on An Roth septic tank
6. MF to discuss with Housing Steering Group the idea of shared equity housing.
7. JM will contact Jan Dunlop to initiate Ranger Steering Group meeting to discuss seasonal ranger to oversee otter sites.
8. MG to arrange training to discuss Board meetings and structure of steering/management groups with DTAS.

it makes MICT competitive in the job market, recruitment and retention. MG to do further research, using DTAS and SVCO as resources.

Staff salaries and inflation question: are our salary scales still relevant? MG has been building information for the HR committee to complete a wider and more detailed salary scale review.

6.0 This section intentionally left blank.

7.0 Special Items

7.1 General and Deputy Managers' Reports

Item 7: MF clarified that these are monthly totals for operations at Ulva Ferry.

Question regarding difficulties getting spare parts/pads for the defibrillators; it is true that there has been trouble recently.

Noted that external painting of An Roth has made a difference. Cleaning and painting rendering will be next.

Item 18: Just Enterprise has agreed to 3 days of facilitated support for both MICT and NWMCWC, now waiting for responses to find available dates.

14: Housing. MF expressed frustration that the issues are being ignored. MF has discussed with the Fundraising Officer in terms of fundraising; put a business case together to seed a new shared equity fund to match sellers and buyers, and to assist by purchasing equity shares to allow buyer to purchase where they otherwise wouldn't be able to do so. This is just in the idea stage at the moment, in line with the Scottish Government's scheme that MF has been chasing help with. Discussion of the risks and downsides needs to take place, but it is an idea worth pursuing. MF will discuss further in the Housing Steering Group.

AOB items inserted here: An Roth septic tank. MF advised waiting on plumber to carry out some work, MF will follow up.

Question about defibrillator costs. MF answered: just over £1,000 for the defibrillator itself, then £450 for the cabinet, and £300-£500 for the power supply. Then a yearly cost of roughly £60/70 for batteries and pads.

Reminder that if anyone is at the Salen show (11th August) they can stop in and help at the tent.

11D: Question about cost of water at Ulva Primary School. Water cost based on current prices and number of properties. The agreement with the council will be a rolling agreement, or servitude.

DGM's Report: Not heard back from TSI re Island Agents, MG to follow this up again.

MG reported on Childcare. Scottish Government came back following the draft final report for the Out of School Childcare for more information and MG is working on it. Asked to be part of national evaluation of the Summer Activities Programme as a partner organisation.

7.2 Fundraising Officer's Report

Sian is heavily involved in the NESOI-AMAZE project management as well as doing her Fundraising work. MF has met with her to ensure she feels supported and not overly burdened.

Question raised about dedicated wildlife ranger for next summer to be full-time in the three otter hotspots. MF felt that Sian should be able to handle this request for next summer. SB made clear that what is needed should be explored before it is decided whether it is in MICT's remit to fund(raise) this position, and a clarifying conversation needs to happen. JM will initiate discussions by contacting Jan to set up a Ranger steering group meeting, involving local council, Police and NatureScot if possible.

7.3 Mull helipad proposal. Email 23 July refers (MF)

MF provided update that VAT spent on building costs is not recoverable. Paramedic Stuart MacLellan has been in touch to say that they will cover VAT with money from Help Appeal, as it is unrecoverable from HMRC. Details have been sent to insurers, and MF is waiting for them to come back with an offer of cover.

MF clarified that the helipad will not be used to generate income, it is for medical emergency services only.

Jl proposed, JM seconded. All agreed.

7.4 Steering Group and Board Meeting update

Discussion surrounding frequency of Board meetings: In order to have fewer Board Meetings, steering group meetings needed to be more frequent and have a more robust structure. Another suggestion was to make things clearer on the Board Meeting agenda, i.e. for discussion, for information, for decision. Discussion of how much of an overarching knowledge each Director needs to have, vs. specific knowledge from steering groups. In order to find answers, MG has been in touch with DTAS for help in creating the structure and strategy needed.

Proposal is to have externally facilitated time for all Directors to attend to understand the governance, rules, responsibilities, and then to widen the discussion to find out how to look at the responsibilities in terms of whether a management group is the same as a steering group and how that structure might further develop. Moving to less frequent board meetings won't be possible until these meetings have taken place.

Overarching knowledge vs. specific knowledge has been identified as an issue to be discussed.

All agreed that this training and help will be useful, and once the training has occurred the structure of groups and frequency of meetings will be readdressed.

7.5 H&I Environmental Foundation Grant Offer acceptance

Grant offer of £7,500 from H&IEF. No questions.

Jl proposed, RM seconded.

7.6 CRtB – approval of CRtB registration for 2 properties

Housing Officer (HO) submitted 3 papers to discuss. One question asked about derelict land (not being discussed now), and one about procedure: how many properties can be submitted at any one time.

As an initial start, HO has asked to put forward Fionnphort and Tobermory properties to begin; MF suggested adding the Old Road at Ardura, and the riverbank of the Lussa at Ardura, both owned by the Torosay Hill Estate. This means submitting four properties for registration now. Agreed that conversations with estate owners will need to take place to explain what this means.

JM proposed, BW seconded. 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 (MG)

No further questions raised.

8.4 Nonhebel Park, Tobermory (MG)

No questions raised.

8.5 MESS (HC)

No questions raised.

8.6 Housing (HMCD)

No further questions raised.

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 including Eagle Partnership & Friends of Calgary Bay (JD & EW)

Sam's run is set for tomorrow and donations are coming in at a good rate. Concerns about the forecast were expressed, but Sam has the necessary support team in place.

8.10 Data Research (HW)

Harry is in the later stages now, and still having trouble acquiring data.

8.11 AMAZE Project

No questions raised.

8.12 Mull Community Council, Iona Community Council Reports (JM & RM)

No questions raised.

9.0 Discussion items

No discussion items.

10.0 Any other business

No further items.

Meeting closed at 9.45 pm

The next scheduled board meeting will be Monday 12th September 2022 at 7.30 pm via Zoom.

Signed

Name **Sandy Brunton**

Date
