

**Mull and Iona Community Trust
Minutes for the 306th Board Meeting
Monday 19 August 2024**

Meeting started at 1015am

Present (in person or by MS Teams): John Maughan (JM), Sue Hawkes (SH), Dave Currie (DJC), Sandy Brunton (SB), Jane Griffiths (JG), Ian Jones (IJ), Robbie Cameron (RC), Mark Strevens (MS), Rob MacManaway (RM), and Barry Whenman (BW)

In Attendance: Phil Rodgers (PR), Siân Scott (SS), and Mairi Greig (MG). Moray Finch (MF) joined briefly for 10 minutes at the beginning.

Apologies: Donella Fernyhough (DF), and Derek Crook (DCr).

1. Welcome, Apologies and AOB

SB welcomed everyone.

Noted: Heather Waller's sad, sudden passing in June. We appreciate her hard work for MICT over the years. She will be much missed by everyone at MICT.

Thanks also expressed to Robin Harrowsmith, who sadly passed on 27th June. Our condolences to Robin's family and friends. He will be sorely missed by his colleagues at MICT.

MF joined the beginning of the call as he is now on a phased return to work following a recent absence.

AOB: none of note.

Approve Minutes

2.1. Approval of previous minutes – 10 June 2024

RM proposed; BW seconded.

2.2 Review actions and matters arising from previous minutes

Item 1; Accounts training. PR is in discussion with DTAS (C/F until later in the year just prior to when YE financials are presented in November). Noted that there are many training opportunities through DTAS that board members can take advantage of, and are being encouraged to attend.

Item 2; HR and Finance committee meeting re: grade changes CF.

Item 3; DTAS Director Training – SS talking to DTAS about combining financial training and a refresh of Director Training to be set for September. SS waiting for dates. (C/F)

Item 4; UFSFB - Interpretation project: Tenders request has been sent out. Concern raised that the timescales are now very tight and may not be realistic for meeting the project deadline, as UFSFB staff have been (and are continuing to) deal with operational issues and there is no confirmation yet of who will manage the project. . Requires staff resources to be looked at by HR and Finance Committee. MG to circulate proposal by email Other signage: Table signs encouraging visitors to donate now in place and CF working on two, outdoor swing boards again to encourage donations.

Item 5; Official openings of Nonhebel Park, to incorporate a visit to UFSFB (re-added and C/F).

3. Declarations of Interest and Register of Related Parties

No changes were advised. SB reminded everyone to notify MG of any changes. SB has been invited onto a carbon neutral panel through the Scottish Islands Team.

4. Finance

4.1 Finance Reporting

PR: Narrative has been expanded. Questions about budget v actual differences discussed. No major concerns to note. Approval of Finance Committee Terms of Reference; approved by Finance Committee and will circulate via email to wider board.

4.2 Designated Funds

MG gave brief overview of YE 31.03.24 and projected YE 31.03.25 numbers. Question on CVH Ardura Biodiversity funds: designated / restricted? Ask accountants for clarification. Projected numbers are not final.

Approval of use of designated funds to match funding by HIE for Housing Project officer and Housing Development Manager. RC proposed; JM seconded. All content. One question re: savings platform discussed. Proposal to change authorised person to Deputy General Manager on cash platform.

4.3 Donations & Membership

One new member to note at this time. No questions.

Break for 5 minutes

Actions from Board Meeting

1. (CF) PR to arrange date for additional accounts training
2. HR Re grade salaries (MG)
3. (CF) SS to set up meeting of Community Development/Locality Plan short-term steering group
4. Ulva Ferry Shore Facilities Building signage to be completed (CF/SS)
5. MG to circulate staffing proposal for UFSF interpretation
6. (CF) official opening for Nonhebel Park and UFSF visit MG to arrange
7. SS to arrange board meeting/discussion re: future of fundraising, risks, and investment.
8. MG to request further information from snack van re possible UF pitch
9. MG to meet with UFCT coordinator to discuss operational issues.

For information: audit sampling has been delayed.

5.0 HR and Policies

5.1 Policy Reviews for approval

No policies for review.

5.2 Updates from HR and Polices Standing Committee

Plan to meet later this week; to be scheduled.

JM would like to check if the pension scheme is adequate, and asked about death in service benefit. MG will add it to the next agenda.

5.3 Fair Work Statement for Website

MICT had been asked to provide a Fair Work Statement on the website. Draft included in MG's report.

JM proposed; RM seconded.

6.0 Strategy Standing Committee

Nothing to report.

7.0 Special Items

7.1 General and Deputy Managers' Reports (for information/discussion)

No report this time.

Deputy Manager's Report

Many of the points on the report are separate agenda items.

7.2 Fundraising Officer's Report

7.2.1 Approval of grant funding offers

- HIE: Housing Revenue- match funding 24-26: £30,631
- Scottish Land Fund: Purchase of Dervaig Community Orchard & Tree Nursery land: £15,624 (paperwork forsigning by Sandy and another Director at the Board meeting).
- Supporting Communities Fund- A&B Council- Ulva Ferry Community Transport £2,500
- Supporting Communities Fund- A&B Council- Ardura Biodiversity £2,500

RC proposed; SH seconded.

7.2.2 Approval of grant funding applications

- Age Scotland: UFCT running costs: £2,500.

JM proposed; MS seconded.

Noted: unsuccessful applications and reasons.

For Board Discussion/ Approval: Setting up of 'text to donate' fundraising method working with the National Funding Scheme's (NFS) 'Donate' service. Question: will there be a QR code as well? Yes; this text to donate option provides an alternative to QR code scanning. Proposal to use the method initially for UFSF and then tactically for other projects as the QR code is still the more cost effective option: RM proposed; BW seconded.

Fundraising risks and future fundraising work and investing were discussed. RC suggested that a committee look at these issues. Further suggestion that it should be a full board discussion. SS to arrange an agenda and set a meeting.

7.3 Bunessan Housing

Discussed in 8.6 Housing.

7.4 Community Right to Buy, Craignure Visitor Centre Building

Proposal to send to Visit Scotland to find out what their intentions are; a letter has been drafted to put a marker down on behalf of the community.. Following discussion all agreed that the letter as drafted should be sent by MICT on behalf of the community. JM proposed; BW seconded.

7.5 Snack Van at Ulva Ferry Car Park

Several felt there was not enough information to move forward yet. Previous snack van operators had been seen as competition for other local businesses; is this still be a concern? More information needs to be sought, such as what they're planning to offer, operating in winter plans, and a business plan in brief. MG action to contact operators requesting further information as well as an outline business plan.

7.6 Tiroran Crofts

Summary offered by MG: we don't need to provide further representation. JM felt that not offering further representation might be seen as not supporting the crofts. Having reviewed the full case papers and additional information from those with a local interest, the Board agreed to submit a letter showing continued support.

Break for lunch

SS left the meeting

8.0. Steering group reports *(submitted in advance for information/discussion)*

8.1. Ardura (RF)

No questions; noted that the quote for the bridge wasn't as high as previous estimates.

8.2. Ardura Biodiversity (RF)

The shelter is complete and stove purchase has been approved – will have a padlock and cover to protect the assets and prevent misuse.

8.3. Childcare/Out of School Care project (MG)

Nothing to report.

8.4. Nonhebel Park Phase 2 (MF)

All units are now occupied. We are urging all tenants to take on their own electricity supplies. Management and admin fees are being reviewed, as these have not increased since the site was first occupied. Incentives to be offered to tenants managing their own electricity supply and paying by DD.

8.5. MESS (HC & EB)

Huge thanks to volunteers and coordinators of the Community Fridge as over a ton of food has been diverted out of landfill and into the hands of the community. Noted that the Community Fridge can be used by anyone. Discussion about the Antiques Valuation day and that name might be misleading; HC clarified that it's not a MESS/MICT event, but can feed back to the expert who runs the day. Discussion on food waste and Big Hannah composter. Lochaber study group is coming to look at the composting that was done here.

8.6. Housing (KP/HMcD)

(7.3) Bunessan housing – discussion regarding affordability of the offer. Next step of feasibility study should be pursued: DJC proposed; JG seconded. All agreed.

PR left the meeting

SB noted that HIE has agreed 50% funding through March 2026. This is recognition of the work MICT's Housing is doing. Well done to housing staff. Prospective Salen housing site will not be feasible due to peat on site that is both cost-prohibitive and environmentally unsound to remove. Recent flat bought under a Rural Housing Burden in Tobermory has generated a lot of interest from the press.

8.7. Worker Accommodation (HMCD)

Report discussed.

Short break of 5 minutes

8.8. Ulva Ferry shore facilities building (CF)

No questions.

8.9. Ulva Ferry Community Transport (SM/MF)

Report discussed. DJC and IJ met with co-ordinator. Several issues were discussed, i.e., booking times, Saturday-only or volunteer drivers suggested, promotion of services is difficult but necessary. MG will follow up with co-ordinator to discuss operational issues.

8.10. Ranger Service (incl. Eagle Partnership and Friends of Calgary Bay) (JD & EW)

BW will check in with ranger manager in MF's absence to ensure that the Rangers are supported.

8.11. Helipad (MF)

No report submitted.

8.12. Facilities Manager (MF)

In process of recruitment; several enquiries and some applications have been received. Closing date is 30th August.

8.13 Communications Standing Committee (SS/KD)

No report submitted. Committee will be restarted by SS soon.

8.14. Community Councils- Mull & Iona (JM & RM)

Minutes from Mull CC have been sent out; no questions raised. SH will represent MICT at the High School Campus Sounding Board.

Iona CC- no meeting since June. Jenni Minto hosted a surgery to discuss campus and connectivity to transport/ferries.

9.0 Discussion items

10.0 Any other business

Discussion re some informal feedback from a recent public meeting held by another organisation that could have reputational impacts for MICT. MG to draft an email to the directors of the organisation.

DJC brought up Careers Day at Tobermory HS. Question about whether to attend this year as MF was going to attend. It was decided that MICT will not attend this year.

11.0 Date of Next Meeting – Monday 21st October 2024

12.0 Member's Forum* - (The Convenor reserves the right to move this item on the agenda depending on items received, and to defer this or any other item to future meetings if time is short.)

Meeting closed at 1535

The next scheduled board meeting will be Monday, 21st October in person and on Teams.

Signed

Name **Sandy Brunton**

Date
