

# Tiree Community Development Trust

## Board Meeting



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|---------|--|
| Date    | 9 <sup>th</sup> March 2021   |
| Time    | 7.00pm   |
| Venue   | Zoom (Video Conference)  |
| Present | <b>Trust Directors:</b><br>Ian Smith (Chairperson), Craig Smith, William Angus MacLean, Ann MacDonald, Jamie MacDonald, Janet Bowler, Andy Hayes (Items 5 - 8 only), Martin Finnigan<br><b>Staff:</b> Shari (minutes), Louise (Items 1 - 2 only) |

### 1. Welcome and Apologies

- The chair welcomed all present.
- Apologies were received from Derek Campbell, Elspeth MacKinnon and Adam Milne.

### 2. SPCO Update

- LR was welcomed to the meeting to give an update on her new SPCO (Subsidiary Projects and Communications Officer) role which now sees her supporting projects across the subsidiary companies and responsible for communications.
- Louise gave a summary of her activity since the start of the year covering:
  - The positives, challenges and changes in her role
  - Discover Tiree - the website refresh project is underway and making good progress
  - CIT - house visits for general support in event of an issue to determine whether technical expertise is really needed
  - TREL - the TREL lead has been very supportive in order for her to 'hit the ground running'
- The Board thanked Louise for her update.
- It was noted SMK will give an update at April board meeting, WMK will give an update at May board meeting.

### 3. Conflicts of Interest

- None.

### 4. Previous Minutes and Matters Arising

- Action point to discuss the Cùram proposal with SIF is carried forward. **AMD TO ACTION.**
- TRD have been given feedback regarding potential funding for purchase of the land the Rural Centre is situated on. Awaiting response from TRD regarding meeting to discuss further.
- Updated staff job descriptions were circulated and are now approved.
- Feedback was given to **WMK** regarding youth vehicle. He will speak with **SMK** regarding backdated extra mileage rate - he based mileage on 2019 average as 2020 figures are not an accurate reflection due to COVID. **WMK** is happy with the status quo and had no further feedback.
- Rural Housing Scotland (RHS) are working on a project called Smart Clachans and have been speaking to WAML regarding this to investigate if TCDT are interested in this project. It has been suggested that this project may be relevant to Hebridean Trust. Discussions are on-going and it is suggested that RHS speak directly with Hebridean Trust regarding this project. As TCDT are working on a housing project it was agreed to continue discussions with RHS.
- There being no other matters arising the minutes of the **February Board Meeting** were approved, proposed by **JMD** and seconded by **CS**.

### 5. Finance and Project Reports

#### (a) Finance

- **CS** presented the finance report.



- TCMAL loan repayment now made.
- CRUAS Hardship Fund breakdown was discussed - the fund seems to be working well with a small number of payments having been made.

### (b) Staff and Project Reports

- **Discover Tiree Website Refresh**
  - Vendor has been chosen, final details being put in place around design and content.
- **Community Right To Buy Registration**
  - An initial application is needed in order to register any interest - LR/WAML are moving forward with this.
- **Public Access Defibrillators**
  - Seven new defibrillators are now on the island.
  - The Youth Worker and SCPO will carry out monthly checks.
- **Youth Work**
  - Feedback has been excellent from initial sessions.
  - Outdoor sessions are planned to be initiated in March with 10 children per session until school resumes in full.
- **Tiree Ranger Service**
  - Crofting Camping Scheme bookings have opened on 4th March for bookings from 28th June onward. Bookings are steadily arriving. Proof of address is required to ensure COVID restrictions are adhered to
  - 24 people attended talk on Otters via Curam. Over 100 enquiries arrived via social media so may look at potential for another session.
- **Gaelic Development**
  - Gaelic Development Plan currently being translated to Gaelic from English and will be published for public consultation and review.

### (c) Staffing Update

- Kate Bauen starting in 'administrator' role Monday 15<sup>th</sup> March, interview scoring has been circulated to the board for information. Kates CV will be circulated to the board for information. Contract is in progress. **WAML TO ACTION.**
- General Manager post is advertised on multiple platforms - closing date 22nd March. Re-advertising will be pushed.
- Project Manager role is on hold until the General Manager is in position - Highlands & Islands Enterprise (HIE) are being kept updated regarding this.

### (d) TCEL - Tiree Community Enterprise Ltd - Fuel Project Update

- An issue has arisen with the Lottery award. Lottery Fund is not able to pay the award to TCEL due to the company structure so the award must be paid to TCDT. TCEL has called in Finance Sub-Group for assistance in dealing with this issue.
- FSG are looking at a loan, initial indications are encouraging that this will resolve the issue.
- TCEL has requested the go-ahead for Stage One, if further issues arise regarding the Lottery fund pay-out, TCDT would need to pay out more of the award sooner than expected. This was discussed and agreed, feedback to TCEL. **MF TO ACTION.**
- Initial findings from the site investigations are indicating that underground tanks could be a possibility. If this is confirmed this should result in a reduction to the overall project cost.

### (e) TREL - Tiree Renewable Energy Ltd/Windfall Fund

#### TREL Update

- MF gave a verbal update regarding the current TREL situation.



- Enercon Site Manager visited Tiree and met with TREL. It is estimated work to commence between 21<sup>st</sup> June - 16<sup>th</sup> July. The generator and hub being replaced leaving the tower and blocks as the only original part of the kit.
- TREL is liable for the crane/transport under the EPK (maintenance contract) - ENERCON is organising this. Cost is estimated at £200K
- Insurance - a loss adjuster has been appointed who will assess a loss of revenue claim which should include crane/transport. If insurance pay-out is not in advance then a pay-out and reclaim may be needed. TREL may need to look to TCDT for a cashflow loan - TREL does have reserves, however, Coop bank will not allow this to be used. Discussions with bank are due to take place imminently.
- Progress meeting with Enercon is due to take place 18<sup>th</sup> March.
- Getting the site to a standard whereby work can commence will be done by TREL using Island contractors.
- TREL board is liaising with Ruaig Grazings Committee regarding the works. John Bowler is overseeing environmental aspects.

### Windfall Fund

- It was agreed that the fund should remain closed for the remainder of this year (December 2021). An exception clause was agreed and requests for funding imperative to the community will be considered.
- Cùram Thiriodh have indicated that they would like to submit an application to the Windfall Fund. It was noted Cùram's most recent award covered the period of Jan 2019 - Dec 2020. A discussion took place regarding this and it was agreed to invite representation from Cùram to attend the April Board meeting to give an update on their project, and a funding application will be considered. Feedback to Cùram. **SMK TO ACTION.**

### 6. Directors' Induction Pack

- A draft had been circulated by JB and was discussed. Content population is ongoing, suggestions for additions are welcomed from all board members. **ALL TO ACTION.**
- **SMK** will check files/records to determine if there is a previous pack in existence. **SMK TO ACTION.**

### 7. AOCB

- None.

### 8. DONM

- The date of the next meeting will be 13<sup>th</sup> April at 19.00h.

There being no other business the meeting was closed at 20.45h

### Summary of Actions

| ACTION  | COMPLETED BY | ACTION DUE BY          |
|---|--------------|------------------------|
| Discuss Cùram proposal with SIF (C/fwd)   | AMD          | 9 <sup>th</sup> April  |
| KB contact/circulate CV   | WAML         | 12 <sup>th</sup> March |
| Feedback to TCEL - proceed with stage one   | MF           | 12 <sup>th</sup> March |
| Feedback to Cùram - Windfall  | SMK          | 12 <sup>th</sup> March |
| Feedback to JB - induction pack   | ALL          | 25 <sup>th</sup> March |
| Check files/records to determine if there is a previous Directors Induction pack in existence | SMK          | 12 <sup>th</sup> March |