



Date/Time	13 th June 2023, 7.00pm
Location	ZOOM (Video Conference)
Attendees	Trust Directors: Rhoda Meek (RM, Chair), Eoghann McGregor (EMG), Martin Finnigan (MF), Jacqui Bennett (JaB), Neil MacPhail (NMP) Trust Staff: Phyl Meyer (PM), Kate Bauen (KB, Minutes)
Absent, Apologies	Christine Coghill (CC), John Bowler (JB), Elspeth MacKinnon (EMK).
Absent, No Apologies	Donnie Campbell

1. Welcome & Introductions

RM welcomed all to the meeting in particular new director Neil MacPhail. No apologies were received from Donnie Campbell (fourth meeting in a row).

2. Declaration of Conflicts

None declared

3. Previous Meeting

a. Minutes

The May 2023 minutes were approved. Proposed by Martin Finnigan, seconded by JaB.

b. Actions Update and Matters Arising

Please also see the Action Tracker.

Action #	Meeting Date	Action Description	Action Owner
106	Dec-22	PM will speak to Craig Smith regarding how to work more closely with the Misses Nisbet Trust to reduce our expenditure in the SETT area.	PM
129	May-23	The Board approved both THS Windfall applications on the proviso that the Community Council are approached and asked to take up the topic with Argyll and Bute Council on a political level. The topic will also be addressed with the Parent Council and school directly.	PM
130	May-23	The Curam finance numbers in the windfall application form for the Outreach Workers salary to be clarified and the Board updated.	PM
131	May-23	Write to Curam confirming the conversation with John Bottomley and on payment of the £20k toward the minibus, 10K in funds will be released back to Curam for the Outreach Workers salary.	PM
132	May-23	The request was unanimously rejected. PM will follow up with TMF organizers. ACTION PM	PM
133	May-23	All documentation related to the CMAC loan shall be collected in one place and circulated to the Board A meeting with TC Young will be arranged as soon as this is done to discuss legal options.	PM
134	May-23	Neil MacPhail was approved to join the TCDT Board. RM will inform him.	RM



Actions Closed: Action # 130, 131, 132, 134

Actions Carried Forward: Action # 106, 129, 133

4. Actions taken between meetings

- None.

5. Health and Safety

PM gave an overview of the GCVS offering for HR and Health and Safety.

PM & KB met with Cam Pollock, Health & Safety & Wellbeing Service Advisor, on 6th June to conduct a mini 'audit' of compliance and gap identification.

Immediate need is for us to put in place the following:

- TCDT Health and Safety Statement of Intent (draft circulated)
- Board Member appointed for Health and Safety

It is anticipated that the gap in TCDT Health and Safety procedures and processes will take until the end of the year to close. Further updates or approvals will come to the Board as necessary.

Decisions:

- The Board approved the Statement of Intent with one change – in place of 'Chair' have 'Chair or their nominee'. Proposed by Rhoda Meek, seconded by Jacqui Bennett.
- JaB is appointed from the Board, on behalf of the Chair, to have responsibility for Health and Safety.
- The Board approved use of the Gaelic language header and logo for all Health and Safety documents.

Next Steps:

1. Final Statement of Intent will be circulated to the Board and Staff. **ACTION KB**
2. Final Statement of Intent will be printed and displayed in the Trust office (legal requirement).
3. The legally required Health and Safety Law poster has been ordered and will be displayed (with the Statement of Intent) in the Trust office.
4. Existing Health and Safety procedures and process will be collated, and work will begin to further identify the gap, prioritize and close. **ACTION KB**
5. KB Job description will be changed to include Health and Safety. **ACTION PM**



6. Windfall Fund Applications

a. Curam – Salary for Outreach Worker – CSI 23_004

The Board discussed this and approved the Curam application for £10k toward the Outreach Worker Salary. Rhoda Meek will speak to John Bottomley.

ACTION RM

b. Tiree High School – Royal Highland Show and Edinburgh Zoo – SETT 23_008

The Board discussed this and approved the Tiree High School application for £809 for children to attend the Royal Highland Show and Edinburgh Zoo.

c. TMF – Toilet Blocks – COA 23_001

The Board discussed the application at length and voted to reject the TMS application at this time. RM will speak to Jamie MacDonald.

ACTION RM

d. Feis Thiriodh – 2023 – CSI 23 007

The Board discussed this and approved the application from Comunn Feis Thiriodh for £1340 for musical instruments for Feis Thiriodh 2023.

7. Funding

a. Energy Redress Scheme

Application submitted for Cruas Project to Energy Redress Scheme for two-year funding.

b. Misses Nisbet Trust

Application approved for training for Cruas staff to do Home Energy Assessments (fully funded).

c. Local Energy Scotland

Feasibility Study funding for the private wire network project has been offered by Local Energy Scotland.

8. Working Group Reports

a. Memo and Arts Working Group

Changes to the M&A have been sent through by legal team for the working group to review. Once this is done it will come to the wider TCDT Board for approval.

The next steps after TCDT Board approval involve approval of the amended M&As by various authorities ending in approval by OSCR and approval and adoption at the next AGM.



The new M&As will mean changes to the way that TCDT works (e.g. number of Associate Members, TCDT Board Meeting quorum) – PM will summarize all of the effective changes with implications once approval has taken place.

b. Finance Sub Group

MF gave an overview of the current financial situation and impacts of a post-turbine TCDT. MF & PM presented the current financial breakdown and the impact of a £100k donation from TREL (which MF has requested approval for). The following points were made:

- It is correct for us to consider what our operating model may be when Tilley reaches the end of her operating life.
- This may happen on a planned basis when the FiT agreement expires or on an unplanned basis due to catastrophic failure.
- PM and the FSG are working on a model of what a post Tilley TCDT will look like.
- Our current Windfall Fund Model distributes all of our cash one way or another – we do not save for the future so it is timely to consider whether we start to save money to create a legacy beyond Tilley's economic life.

A proposal was tabled to pause making awards from the Windfall Fund until 2024.

The Board approved this proposal.

A communication to this effect will be placed in An Tirisdeach with careful wording and with a deadline of 31st July for applications.

ACTION PM

c. Housing Working Group

The Housing Needs and Demand Analysis has been finalised and sent to the Housing Working Group for review. The group will meet in the next week, minutes will be circulated.

9. Reports

a. Trust Activities Report

PM gave an overview of the current recruitment campaign.

- 8 expressions of interest have been received so far.
- All have had an initial conversation with PM with potentially 3 matches identified for:
 - Gaelic Development
 - Finance and Governance
 - Climate Action

Funding of these roles vary as follows:

- Gaelic Development – Bòrd na Gàidhlig 50%/1 year
- Finance and Governance – TCDT Core Cost (not funded)
- Climate Action – HIE Graduate Placement (as previous Comms post)



These roles would be temporary subject to future funding.

The next step which needs to be taken are to effectively 'interview' the people identified.

Two Directors will join PM in the interview panel – RM and JaB – and interviews will be set up to take place before the end of June. **ACTION PM**

b. Finance/ Budget/ Cashflow Report

Please see the FSG Report

10. AOCB

a. CMAC Loan

MF is in contact with Catriona MacLennan to set a date for a meeting as soon as possible. MF has been made it clear in his messages that there must be absolute clarity and transparency on the basis on which the final settlement is reached regarding the repayment of the loan of community funds.

b. Distribution & Publication of Subsidiary Minutes

RM proposed that subsidiary minutes are not only made available to the TCDT Board but that they are published in a form which is not commercially sensitive. Minutes are normally not published for any subsidiary, but publication will increase transparency on what the subsidiaries are working on.

The Board approved the proposal.

TCDT Staff will now produce a concise set of minutes for publication for each subsidiary Board Meeting ensuring there is no commercial sensitivity in what is published.

c. Long Term Let Housing

PM proposed that the Trust start to actively solicit property owners for long term let properties. This could be done by using current short term let owners and through local social channels. The Trust could facilitate this by offering a listing service for properties and/or by providing advice and support on becoming a landlord.

The Board discussed this and approved the proposal to solicit property owners regarding long term lets however the wording of communication must be carefully managed. **ACTION PM**

11. DONM

There will be no meeting in July 2023.

Next Trust Board Meeting - Tuesday 15th August 2023 at 7pm by Zoom.

There being no further business the meeting concluded at 9.10 pm.



June 2023 Actions Summary

Action #	Meeting Date	Action Description	Action Owner	New Deadline or Date closed	Status
106	Dec-22	PM will speak to Craig Smith regarding how to work more closely with the Misses Nisbet Trust to reduce our expenditure in the SETT area.	PM	15th Aug 23	Ongoing
129	May-23	The Board approved both THS Windfall applications on the proviso that the Community Council are approached and asked to take up the topic with Argyll and Bute Council on a political level.	PM	15th Aug 23	Ongoing
133	May-23	All documentation related to the CMAC loan shall be collected in one place and circulated to the Board. A meeting with TC Young will be arranged as soon as this is done to discuss legal	PM	15th Aug 23	Ongoing
135	Jun-23	Final Statement of Intent will be circulated to the Board and Staff	KB	15th Aug 23	New
136	Jun-23	Existing Health and Safety procedures and process will be collated, and work will begin to further identify the gap, prioritize and close.	KB	15th Aug 23	New
137	Jun-23	KB Job description will be changed to include Health and Safety.	PM	15th Aug 23	New
138	Jun-23	Rhoda Meek will speak to John Bottomley regarding the Curam Windfall Application	RM	15th Aug 23	New
139	Jun-23	RM will speak to Jamie MacDonald regarding the TMF Windfall Application	RM	15th Aug 23	New
140	Jun-23	A notice regarding closure of the Windfall Fund to be prepared for next An Tirisdeach	PM	15th Aug 23	New
141	Jun-23	Set up recruitment interviews before end of June	PM	15th Aug 23	New
142	Jun-23	Solicit property owners regarding long term lets with the wording of communication carefully managed	PM	15th Aug 23	New