



<b>Date/Time</b>	4 <sup>th</sup> October 2022, 7.30pm
<b>Location</b>	ZOOM (Video Conference)
<b>Attendees</b>	<p><b>Trust Directors:</b> Jamie MacDonald (JMD), Ian Smith (IS, Chair) John Bowler (JB), Jacqui Bennett (JaBe), Elspeth MacKinnon (EMK)</p> <p><b>Trust Staff:</b> Phyl Meyer (PM) Kate Bauen (KB, Minutes), Part Time: Jack Green-Morgan (JGM), Emmie Martin (EM), Fiona Armstrong (FA)</p>

### 1. Welcome & Apologies

IS welcomed all to the meeting.

Apologies: Ann MacDonald (AMD), Rhoda Meek (RM), Craig Smith (CS)

### 2. Declaration of Conflicts

None were declared.

### 3. Minutes of Previous Meeting

Minutes of the Board Meeting 13<sup>th</sup> September 2022 were approved. Proposed by JMD and seconded by JaBe.

#### Actions Update:

#### Actions Carried Forward September 2022:

#	Action	Owner	Deadline
85	Look into location for community market, put out a call for volunteers.	EL	CLOSED
86	Establish a working group to look at the child care issue and what the best solutions would be with community members.	BS	CFWD
88	Finalise arrangements for cash payments for the fuel station at Buth a' Bhaile with Elaine Hayes.	PM	CFWD
90	Directors Report for Audit to be compiled and circulated by email..	PM	DONE

#### New Actions Assigned September 2022

#	Action	Owner	Deadline
91	Contact Hebridean Trust and/or TMK again to determine the status of activities.	PM	DONE
92	Analyse the figures related to cost versus value of Ranger walks and feedback to the Board by email.	PM	DONE
93	Follow up with Catriona MacLennan on the £40k loan and the proposed extra costs associated with keeping their fuel supply going for an extra period of time and feedback to the Board.	PM	DONE
94	Contact OSCR regarding addition of Housing to the TCDT Memo and Articles (as recommended by Legal Counsel).	PM	DONE



#### 4. Community Development Plan

JGM informed the Board that the community have been updated on the status of the development plan through An Tirisdeach and social media.

Three pre-read papers were distributed each with a proposal requiring approval:

- a. Vision, Outcomes and Projects
- b. Draft Development Plan
- c. Reporting and Accountability

##### a. Vision, Outcomes and Projects

Key Points:

The vision does not include timeframes because there is no “completion” of a sustainable community, but it requires continuous effort to sustain.

Outcomes are targets are achieved through the delivery of projects. Outcomes are time-bound and “measurable” with multiple projects sometimes feeding into a single outcome. Projects should be conceived of as contributing directly to the community vision.

Specific projects installed to take forward the Community Development Plan working towards achieving the outcomes and contribute towards the long-term community vision. Projects are specific and measurable in terms of their deliverables.

##### The Board approved the Vision, Outcomes and Projects

##### b. Draft Development Plan

- Beach Access & Parking has been raised recently as a project that the Trust should be including in the plan. The Board discussed inclusion of this and implications for resourcing it. PM and JGM will work up text for inclusion, possibly under sustainable tourism, and feedback to the Board by email. **ACTION JGM/PM**
- Terminology used around accessing the landscape on Tiree needs to be revisited. It has been suggested that the current terminology is not relevant to the Tiree landscape. The Board discussed this and agreed that ‘**Responsible access to Tiree’s natural environment**’ should be used. **JGM** will feed this back to the Working Group and change the text accordingly.
- Reflecting Gaelic in the Development plan. As two versions of the plan will be created – a concise community facing version and a longer, more ‘internal’ version, a decision needs to be taken on what we produce in Gaelic. The options are:
  - a. Full Gaelic translation of both documents
  - b. Full Gael translation of the community facing document and translation of headers only in the internal document.

The Board discussed this, and the preference is for option b. however we may have an issue with approaching funders if the detailed ‘internal’ document is not translated (e.g. Bòrd na Gàidhlig).

##### The Board approved the Development Plan

JGM will investigate costs and timing of external translation to coincide with the publication of the plan to see what can be done and move forward accordingly. Board to be kept informed.

**ACTION JGM**



### Next Steps:

The final version will come to the Board at the November Board Meeting for approval (with Gaelic Translation is possible).

#### c. Reporting and Accountability

The proposed reporting model is based on

- a. Reporting to the Community
- b. Reporting to the Board

**The Board approved the model proposed and expressed thanks to all Trust Staff involved in developing the Plan**

## 5. Community Support

### a. Cruas Project

PM introduced Fiona Armstrong (FA) and Emmie Martin (EM) who are new employees working on the Community Support Project.

A pre-read paper on project progress to date had been distributed:

#### Application Process

- A simple application process is needed, an application form has been drafted which will be available in paper or electronic form.
- The paper proposed that applications be approved by Tiree Trust staff exclusively to increase efficiency and processing speed while maintaining a consistent and fair approach and also to reduce the number of individuals handling confidential and sensitive data.
- PM indicated a staged application process with 2<sup>nd</sup> stage application requiring a more detailed application

#### Grant Amount

- There are a number of options - the Cruas Project committee felt that the £200 mark was noted as an amount that would make a tangible difference while allowing the project to offer grants to as many households as possible.
- It is important to note that there needs to be the option to exercise a level of reasonable discretion in addition to the fuel poverty calculation (i.e. <10% income) when assessing applications.

#### Communications

EM and FA are working with Emma Leslie on a Communications program.

The plan is to

- Utilise the Trust's Facebook page to raise awareness for the fund
- A new webpage at [www.tireetrust.org.uk/cruas](http://www.tireetrust.org.uk/cruas) that will be used as a dedicated hub for relevant information – this will include the application form etc however we also intend to use it as a centralised signpost to external support.
- A shared email account has been created between the two Community Support Workers ([cruas@tireetrust.org.uk](mailto:cruas@tireetrust.org.uk)) to limit the need for forwarding sensitive and confidential information and a shared phone line has been set up on the new phone system (01879 256 017). These details will be included on all Cruas Project communications.



The question of relationship with Solar was raised – given the original intention for the Trust to fund the project but Governance and Delivery of the project was intended to be through Solar.

The Board discussed the fact that Cruas is being entirely funded and delivered by TCDT.

The Solar Board have presence on and input to the committee/working group and will signpost potential applicants but will take no part in the governance and/or delivery of the fund

### The Board approved the following

- **Project Title: Cruas Project**
- **Tagline: Tiree Community Support (should be paired with above to limit ambiguity)**
- **EM and FA will approve applications – this immediately replaces the previous approval process in place via Solar.**

#### b. Curam Tiree Feedback

TCDT Directors have received a response from the Curam Tiree Board to the letter sent on their behalf in September 2022.

The Board discussed the content of the letter and felt that a meeting between the TCDT Board and all members of the Curam Board would be in the best interests of both parties to ensure a positive working relationship in the future.

PM will draft an invitation for circulation to the Trust Board for approval before any invitation is sent to Curam.

**ACTION PM**

## 6. Windfall Fund

### CSI 22 009 Solar

An application for £1500 has been received from Solar for the following:

- Rent for storage room at the Rural Centre
- Stocking of Community Cupboard at Scarinish
- Co-op Vouchers
- Purchase of 2nd freezer + delivery charge

**The Board approved the application for £1500 (19.7%) toward the total £7600 costs.**

## 7. Funding

PM had previously circulated an email to the Bord regarding funding:

- An additional £40k of funding has come from HIE towards the increased costs of the filling station project.
- PM has been looking at application for two grants currently open – the Rural and Island Ideas into Action fund (short term, must be spent by end March 2023) and the Energy Redress Scheme (longer term, up to three years, would relate to the community support project). Deadlines in early October. Details will be circulated separately to Board for input go ahead is approved.
- First stage application submitted for Scottish Land Fund with respect to purchasing the land for the Business Units.
- First stage application to be submitted shortly for the proposed housing development in Scarinish, which will include seeking development funding to put together a full proposal for this – an application has also been submitted for first stage support for the same via Rural and Island Housing Fund.



- Joint application with TCB to the “Let’s do Net Zero Community Buildings Fund” for the Island Centre is proposed. Some ground work has been done in the last year (getting a proper energy performance assessment) but TCB have issues with their capacity to drive forward with an application and finding the money to cover the remainder of the cost. PM has offered to work on a joint application which would cover the Island Centre as a whole, including specific improvements to the heating systems and lighting in the office which could potentially substantially reduce our electricity use. If approved JGM will do some work on it – there is no huge rush as it is a three-year fund and we’d realistically be looking at next year for work being done at the earliest.

**The Board approved application to both the Rural and Island Ideas into Action fund and the Energy Redress Scheme.**

**The Board approved the joint application with TCB to the “Let’s do Net Zero Community Buildings Fund” for the Island Centre.**

## 8. Reports

### a. Staff Report

#### TCEL

##### Fuel Station

- Some improvements recently made in response to customer feedback, and since repairs to snagging issues with Pump 2 were completed there have been no further issues.
- Card payment terminal added to shop till.
- Discussions proceeded well with Elaine re Bùth staff taking payments – she is now consulting her staff and we hope to have this in place soon.
- Still awaiting confirmed date for installation of rapid EV charger – have been pursuing. All parts are now in hand, just needs a date for visit/ferry/accommodation.
- Air compressor coin slot has now been replaced and is working again.
- No confirmed closure date yet for pier, last suggestion was “mid/late October”

**The Christmas/New Year 2023 fuel station opening times proposed by staff were approved by the Board.**

##### Business Units

We have confirmed with the architects which design we wish to take forward into the planning stage. The design proposal is for 4 units (1 large, 3 small), parallel to the road, on the proposed site opposite Buth a Bhaile. The architects are now working with engineers to finalize the planning application.

#### TREL

- Enercon engineers recently visited and repaired the Nav Light and SCADA connection.
- We are now actively advertising for a consultant to conduct a renewables/ energy efficiency study. The deadline for expressions of interest is 5pm Friday 28th October 2022.
- Generation figures are well up lately with the increased wind. Wind strength during the storm on 30th September peaked on Tilley at 84 mph.

#### TCMAL

- Awaiting new suggested draft Terms and Conditions for harbour users from Dave Kerr



- Subscriptions for 2022 cannot go out until T&Cs are ready to publish.

**CIT Ltd**

- Next meeting scheduled Tuesday 15th Nov 2022 at 7.30pm by ZOOM

**b. Finance/Budget/Cashflow Report**

No questions or issues raised.

The FSG will meet early November. JaBe expressed a wish to join this subgroup and the meeting invite will be sent out to her.

**9. AOB**

**a. AGM**

- The November Board Meeting scheduled for 8th November will go ahead as planned in advance of the AGM Monday 14th November 2022.
- Reports are required from the subsidiary Chairpersons.
- Communication to Trust membership & community should take place as soon as possible.
- JMD and IS will not be available for the AGM

**b. TCDT Memorandum & Articles**

PM contacted OSCR regarding addition of housing to the TCDT Memo and Articles (as recommended by Legal Counsel) and was advised that the Memo & Articles are outdated and need to be updated ASAP to the new template provided by ScotGov before addition of the housing piece is possible. Due to timing of this it will not come to this year's AGM – a special meeting of the membership to sign off will be required.

A working group for this is required with TC Young and Board Directors participating.

PM will organise a date with TC Young.

**ACTION PM**

**c. Hynish**

No further communication from HT or Trudy.

**d. Discover Tiree**

There was a suggestion at the last Discover Tiree meeting that due to the committee only having one non-TCDT Board member (and the difficulty recruiting new members), that Discover Tiree should be a standing agenda item and discussed at Board level until new committee members are recruited and in place..

The Board discussed this with the following points/questions being raised:

- The identity of DT needs to be determined – it has many activities ongoing in a sphere that is difficult for the Trust to interface with in terms of its aims and objectives.
- DT is currently an initiative under the TCDT banner – do we need to look at forming a subsidiary for it in its current form?
- Given the nature of the financial subsidy from the Trust to keep the Discover Tiree activities running do we need to look at redefining its purpose (especially given the new short-term let licensing regulations) and how we go forward - as only a DMO or as a DMO & listing provider.

**The Board rejected the idea of adding DT to the agenda of the Trust Board Meetings**

# Tiree Community Development Trust

## Oct 2022 Board Meeting Minutes



PM will feedback the outcome and comments to the DT Committee.

**ACTION PM**

### 10. DONM

08th Nov TCDDT Board Meeting

14th Nov TCDDT AGM

There being no further business the meeting concluded at 21.20h

### 11. Actions

#### Carried Forward from October 2022

#	Action	Owner	Deadline
86	Establish a working group to look at the child care issue and what the best solutions would be with community members.	BS	8 <sup>th</sup> Nov 2022
88	Finalise arrangements for cash payments for the fuel station at Buth a' Bhaile with Elaine Hayes.	PM	8 <sup>th</sup> Nov 2022

#### New Actions Assigned October 2022

#	Action	Owner	Deadline
95	PM and JGM will work up text for inclusion of Beach Access & Parking into the Development Plan and feedback to the Board by email.	PM	8 <sup>th</sup> Nov 2022
96	JGM will investigate costs and timing of external translation of the CDP to coincide with the publication of the plan and inform the Board.	JGM	8 <sup>th</sup> Nov 2022
97	PM will draft an invitation to meet with Curam for circulation to the Trust Board for approval before being sent out	PM	8 <sup>th</sup> Nov 2022
98	Memorandum and Articles update – a meeting with directors and TC will be organised to form a working group.	PM	8 <sup>th</sup> Nov 2022
99	Feedback the outcome and comments regarding Discover Tiree to the DT Committee.	PM	8 <sup>th</sup> Nov 2022