

Urras Thiriodh / Tìree Community Development Trust

Mar 2023 Board Meeting Minutes

Date/Time	18 th April 2023, 7.00pm
Location	ZOOM (Video Conference)
Attendees	Trust Directors: Rhoda Meek (RM, Chair), Eoghann McGregor (EMG), John Bowler (JB), Martin Finnigan (MF), Elspeth MacKinnon (EMK). Part time: Christine Coghill (CC). Trust Staff: Phyl Meyer (PM), Kate Bauen (KB, Minutes)
Apologies	Jacqui Bennett (JaB) and Christine Coghill (part time, CC)
Absent, No Apologies	Donnie Campbell

1. Welcome & Introductions

RM welcomed all to the meeting.

2. Declaration of Conflicts

None declared

3. Previous Meeting

a. Minutes

The March 2023 minutes were approved.
Proposed by Martin Finnigan, seconded by John Bowler.

b. Actions Update and Matters Arising

Please see the [Action Tracker](#).

4. Actions taken between meetings

- Minutes of Feb 2023 Board meeting approved by email
- Windfall Application CSI 23_003, Coronation Tea, approved by email
- BU Allocation Process approved by email
- Approval of TCDT HPMA Consultation response statement, sent by RM
- Approved flexible working policy and fair work plan by email.

5. Auditor Progress

Two responses to tender have been received which will now be passed to the FSG for further progression. (Action 122)

6. Recruitment & Staffing

a. New Posts Update

The CPO (Gaelic) post readvertisement is underway with closing date of 21st April however there has been no response.

Urras Thiriodh / Tìree Community Development Trust

Mar 2023 Board Meeting Minutes

PM informed the Board that he is framing and preparing a proposal to take a different approach to recruitment for the Trust given the lack of applicants for previous positions and the need to match skillsets and talent on offer more broadly to openings at the Trust. The Board were supportive of this and look forward to the proposal at the next Board meeting. **PM to ACTION**

b. Staff Changes:

Funding has been secured to retain the two Community Support Workers with Emmie Martin working 4 days per week and also absorbing TCDT Events into the extra day per week and Fiona Armstrong continuing on a reduced two days per week.

7. Windfall Applications

a. Open University Course - SETT 23_005

The application for a total of 50% of funding toward an Open University Course to allow qualification as a crossover teacher was discussed. As the Windfall Fund does not approve applications from individuals, the Board rejected this application however signposting to the Misses Nisbet Trust should be made in response.

b. Curam – Outreach Worker Salary – CSI 23_004

Curam have made an application for £10k toward the Community Outreach Worker salary. The Board discussed this at length. Due to various issues, no decision will be taken at this point on the application. PM will arrange a meeting with John Bottomley (applicant) to discuss further and determine next steps and a path forward. **PM to ACTION**

8. Funding Updates

No further updates on existing applications – see the Trust Activities Report.

CMAC Loan

Regarding the £40k loan to CMAC to support them to continue supplying fuel to the island while the Community Filling Station was being constructed and opened, the Board discussed the lack of response to various requests regarding repayment and the impact this is now having on cashflow.

It is hoped that there will be a response in the next days, however, if not, this will be added to the agenda of the next Board Meeting to discuss actions and next steps.

Urras Thiriodh / Tiree Community Development Trust

Mar 2023 Board Meeting Minutes

9. Working Group (WG) Reports

a. Housing Group

First meeting has taken place - see minutes 30th March meeting (circulated).

b. Memo and Arts updates group

No activity as yet. RM will join the group replacing DC.

c. Gaelic

No update.

d. Cruas

- Applications to the Cruas Fund are now closed.
- There are still some funds still available, and the Board approved continued discretionary grants where needed.
- The two CSW will now focus on following up with second round applicants on recommendations and signposting and also on longer term solutions.

e. Finance Sub Group

Will meet in the next weeks and an update will be given at the next Board Meeting.

10. Reports

a. Trust Activities Report

TREL Renewables Study

PM gave a summary of the initiative which is looking at the viability of:

- Cross Wire Initiative in Crossapol
- Solar Panel use at Milton Harbour
- Energy Saving Measures by TCDT in people's homes.

HIE Apprenticeship Program

JGM is currently preparing a proposal to tap into the HIE Apprenticeship program to facilitate work on the Climate Change response and a longer-term plan for Tiree. This would be a fully funded position if successful.

b. Finance/ Budget/ Cashflow Report

No report available this month.

11. AOCB

a. Bùth a' Bhaile shop extension.

The Board discussed this at length. Various points were made including:

- The Board fully support the concept of the refillery.
- The initiative has not been included in the project portfolio as a priority
- The initiative has not been included in the cashflow
- TCDT itself does not benefit from the initiative indeed it could be seen to be investing in one retailer over its competitors on the island.
- If we extend Elaine's current lease to a longer term one – for example 10 years, she will likely be able to secure finance for the extension.
- PM will again look into the detail of restrictions on sale of the shop from the funders.

The Board decided that RM will contact Elaine and indicate that TCDT are not in a position to finance such a project currently and suggest how we can help her in other ways (e.g. the refillery).

RM to ACTION

b. Childcare Feasibility Study

The Board discussed the Childcare feasibility Study at length. Points raised included:

- Reasons as to why childminding on the island did not work previously should be investigated further
- Childminding initially looks like the less popular option but opportunities should be explored further. Previous research has been largely anecdotal and now needs to be a more in depth and pointed
- Informal child-minding goes on via friends and family, and out of necessity rather than choice, however parents are looking for a formal service rather than depend on favours. Accepting a new job can't be based on the favour approach for childcare.
- ScotGov rules for childcare hours for nursery age children will change soon
- Pilot Childcare Program
 - Would need to be under the Care Commission threshold of 2 hours per session
 - There must be no overlap of primary versus pre-school sessions
 - Staffing capacity will need to be carefully managed (paid versus voluntary).
 - Making it work will depend on a significant voluntary and goodwill community contribution.
 - Transport has been scoped out and options are available as are Baugh or Heylipol Churches as locations.
 - While the Trust Youth Worker will be involved in certain aspects of the service there should be no conflict between the two services which are discrete and separate in their own right.

The Board approached the next steps:

1. Further survey work to be done to look at:
 - Why childminding on the island did not work previously
 - What support would be needed to make it work
 - The scope and price of services parents would be willing to pay for.
 - Summary of the survey results to the Board
2. Pilot Program proposal to be brought the Board incorporating the survey output.

DRAFT

Urras Thiriodh / Tìree Community Development Trust

Mar 2023 Board Meeting Minutes

- c. The Board approved the TCMAL Director proposals of Jack Straker and Alaig MacDonald. RM will approach RML and NMP regarding crossover directorship to the TCDT Board. **RM to ACTION**
- d. The Board approved the Guidance for Working Groups.
- e. TMF Support Proposal. The submission from the TMF team came late for this particular Board Meeting to give due discussion. The Board agreed to discuss by email.
- f. The Board approved the additional Bank Holiday for staff for the Kings Coronation on Mon 8th May.

12. DONM

Trust Board - Tuesday 9th May 2023 at 7pm by Zoom.

There being no further business the meeting concluded at 9.40 pm.

DRAFT



April 2023 Actions Summary

Action #	Action Description	Action Owner	Deadline	Update Description	"New Deadline"
98	Memorandum and Articles update – a meeting with directors and TC Young will be organised to form a working group.	PM	01 Jan 2030	Arranged with TC Young, still to set a date for meet with directors (DC and MF). Target Feb 23 Mar 23 update: This is well underway and an initial draft has been circulated to RM, MF & DC for feedback. Apr 23 update: RM will replace DC in the group and PM will organise a meeting ASAP.	09-May-23
106	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	17 Jan2023	PM has e-mailed Craig, but not yet received a response. Mar 23 update: PM will Chase up response. Apr 23 update: PM has spoken to CS however no meeting date has been suggested.	09-May-23
110	CMAC: Approach Catriona MacLennan regarding report regarding use of loan - as part of the year end finance and update regarding this is required	PM	15 Mar 2023	Mar 23 update: Still awaiting report from Catriona MacLennan, PM will follow up Apr 23 update: Catriona has been contacted again however no response as yet. The situation is now affecting cashflow.	09-May-23
123	The FSG are requested to look at the topic of a reserve fund to ensure Business Continuity for the Trust – namely, how much that fund should contain and how it would be held in reserve.	FSG	18 Apr 2023	Apr 23 update: This is ongoing and being framed by the FSG currently.	09-May-23



Action #	Action Description	Action Owner	Deadline	Update Description	"New Deadline
125	Bring proposal for alternative TCDT Recruitment to May 2023 Board Meeting	PM	09 May 2023		
126	Meet with John Bottomley regarding the Curam Windfall Application and feedback to the Board.	PM	09 May 2023		
127	Approach Ross McLennan and Neil MacPhail regarding crossover directorship to TCDT Board.	RM	09 May 2023		

DRAFT