

Tiree Community Development Trust
 Sep 2022 Board Meeting Minutes



Date/Time	13 th September 2022, 7.30pm
Location	ZOOM (Video Conference)
Attendees	Trust Directors: Jamie MacDonald (JMD, Chair), Ann MacDonald (AMD), John Bowler (JMB), Jacqui Bennett (JaBe), Rhoda Meek (RM) Trust Staff: Phyl Myer (PM) Kate Bauen (KB, Minutes), Brodie Sim (BS, part time)

1. Welcome & Apologies

JMD welcomed all to the meeting.

Apologies: Ian Smith (IS)

2. Declaration of Conflicts

JaBe has a conflict with Windfall Application for First Aid Course (as an attendee)

3. Minutes of Previous Meeting

Actions Carried Forward from 9th August 2022

#	Action	Owner	Status
71	Gaelic Development Plan & Job Role – Compile a meeting summary and job description, circulate by email to make recommendations to the Board on way forward.	PM	CLOSED
76	Contact Aine Cooney and Peter Bain regarding improving communications between the Trust Youth Worker and the School.	PM	CLOSED

New Actions Assigned August 2022

#	Action	Owner	Status
85	Look into location for community market, put out a call for volunteers.	EL	In progress
86	Establish a working group to look at the child care issue and what the best solutions would be with community members.	BS	In progress
87	Write a letter to Curam in the name of the TCDT Chair and on behalf on the board, requesting the need for Curam to support transfer of funds to SOLAR.	PM	CLOSED
88	Finalise arrangements for cash payments for the fuel station at Buth a' Bhaile with Elaine Hayes.	PM	In progress
89	Amend the contract and salary for the Sustainable Tourism and Comms post as agreed.	PM	CLOSED
90	Directors Report for Audit to be compiled and circulated by email..	PM	In Progress



4. Community Consultation

- A pre-read paper was distributed regarding the Development Plan Solutions and Projects as agreed by the Working Group. The Board will review in details and feedback to BS by email with comments or suggestions.
 - One aspect which cannot be finalised at this point in time is the topic of Community Space. PM will set up a meeting with TCB & the An Talla Committee to determine if any support is required from the Trust to promote use of An Talla as a Community Space.
- Two versions of the development plan will be prepared
 - A detailed version for use internally which will be available to the community on request.
 - A concise version with graphics and a lighter touch for the community.
- A time frame is in place for publication of the development plan.
 - The first draft will be ready for the Board for the October 2022 Board Meeting
 - Comments and amendments will be made between the Oct and Nov 2022 Board Meetings
 - Final sign off at the Nov 2022 Board Meeting
 - Publication in December 2022.
- BS showed a short video (based on a series of slides) as a progress update for Facebook with an accompanying text on progress for An Tirisdeach. The Board suggested slowing down the video play and possibly adding narration and/or music.
- Childcare working group has not yet been formed fully. BS will draft a brief for the consultancy work required but is cautious about forming a working group at this point with members from the community who are also interested in applying for the consultancy work creating an immediate conflict of interest.
- The Board expressed their thanks to all TCDT Staff who have contributed to the project.

5. Hynish Working Group

There has been no communication from HT or Trudy MacKenzie (TMK). The meeting with Argyll and Bute Council was postponed at last minute.

PM will try to contact TMK again to determine the status of activities.

PM to ACTION

6. Cruas Fund

There have been 4 applications for the advertised post – interviews will take place this week with a view to making an appointment by Friday 16th September and establishing the post ASAP.

7. Communications

No formal update this month. All previously agreed activities are ongoing

8. Windfall Fund

CSI 22 008 Community First Aid Course (TCDT)

TCDT Staff have organised two Community First Aid Courses – one is a 3-day accredited course and other a one-day certified course – both for Community Businesses.

Costs of £2149.65 for tuition and hire of An Talla were approved (100% of the cost). Attendees will pay for their own certificate on completion.



SETT 22 003 THS Oban Games (retrospective application)

Tiree High School have submitted a retrospective request for £310.30 for Ferry Tickets for pupils who attended the Oban Highland Games in August 2022. The Board declined this application due to the Windfall Policy not to accept retrospective applications.

9. Reports

a. Staff Report

Discover Tiree

AMD has sent out by email some questions for Shari regarding financing the Tourism Post.

Next Meeting is scheduled for w/c 19th Sep however some important topics need to be discussed and the Committee is down to two crossover directors and Kris Milne (Chair).

The Board requested that they are invited to join the next DT meeting to be part of the discussions and decisions – a Doodle Poll will be sent out to determine a date.

Ranger Activities

The Board discussed the level of guided walks with the Ranger and the 'donation' approach taken to date. The Board asked about the guidance that the Ranger is working to to ensure this is good value for money both for customers and in terms of the cost of the Rangers time to the Trust. PM will look at the figures and feedback to the Board and will establish a regular review of this with a view to possibly establishing a fee if necessary. **PM to ACTION**

b. Core Report

Funding

PM informed the Board that several new opportunities for funding have presented themselves including the replacement for the 'LEADER' fund and the Big Lottery Fund. PM will continue discussions and start putting funding bids together based on the Development Plan solutions and taking the approach of marrying the applications up with existing applications to ensure a good fit.

Community Minibus and EV Chargers at Island Centre

The bus is now in the garage for repair since 8th September 2022.

The EV Chargers are now installed in the car park at the Island Centre and are accessible with the cards available at the Trust Office. A bigger circuit breaker is needed, and Keith Langley will come back to fit this in the coming weeks.

TCEL

Fuel Station

Still awaiting a date for the EV Chargers at the fuel station to be installed. PM will follow up on this.

Cash payments via the shop are still under discussion with Elaine Hayes at Buth a' Bhaile. POM will meet with her this week.

The Board requested that PM follow up with Catriona MacLennan (CML) on the £40k loan. PM indicated that he had been approached about the extra costs associated with keeping their fuel supply going for an extra period of time – this also needs to be addressed. **PM to ACTION**

Business Units

Argyll Community Housing Association (ACHA) have agreed in-principle to offer TCDT a lease for the site in Crossapol. We are pursuing a joint valuation of the site before discussing specific terms of the lease.



Design costings received from CMA. Ongoing internal discussions to select a design to take forward into the planning stage. The main variables and risks are:

- How much will inflation affect the real design costs by the time contractors bid for the project. Consequently, would a currently affordable design be outside the budget by the time we have planning consent etc?
- If inflation forecasts mean we need to select a more affordable design, are there requirements from the funders that influence our decision?

TREL

Enercon visit scheduled for 20th-22nd September. They are aiming to repair the nav light and ongoing SCADA issue. Once the SCADA issue is resolved, we should receive the 2021-2022 availability report.

Monthly articles continue to be published in An Tirisdeach providing updates on Tilley's generation and reminding the community of where the Windfall Fund has supported other community groups.

Plans are nearing an outcome on progressing feasibility studies for future projects – to be discussed at TREL Board this month. Discussions have taken place with the ScotGov team working on Carbon Neutral Islands scheme which may lead to support for us carrying out a "carbon audit" as part of a consistent wider approach next year.

c. Finance/Budget/Cashflow Report

AMD gave an overview of the Budget document distributed for pre-read.

The TREL Loan has now been repaid in full to COOP Bank and the debt service, maintenance and insurance reserves are now available to build up the agreed reserve to cover potential future transport and crane costs in the advent of major work being required in the future which is no longer covered by insurance cover. AMD and SMK will review the 12-month cashflow and are working on a longer term cashflow for TREL (to 2030). This will provide the information necessary for the Trust Board to plan its investment in future projects.

Auditors have confirmed they will no longer be able to be our auditors and new ones are in the process of being selected for approval at the AGM.

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

The Board agreed that a Windfall Fund financial summary should be sent out with all windfall applications in future to ensure no compromise to the fund by awarding funds.

11. AOB

a. AGM

The November Board Meeting scheduled for 8th November will go ahead as planned.

The Board agreed the date of the AGM as Monday 14th November 2022. This will be a hybrid meeting, starting at 7pm, with the public attending in person at An Talla and online by ZOOM.

The Board agreed PM will contact OSCR regarding addition of Housing to the TCDT Memo and Articles (as recommended by Legal Counsel) with a view to proposal of same at the AGM. **PM TO ACTION**

b. Directors Report for Audit

Ongoing and will be distributed by email.

ACTION 90.

c. Staff Impact/Public Holiday for Queens Funeral

The Board agreed to give staff one extra day holiday for the Queens funeral on 19th September.

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The fuel station will remain open as normal, with whoever is on rota that day working for 1.5 x TOIL (as for Saturday shift).



12. DONM

The next Board Meeting will be held on 4th October 2022 at 7.30pm by ZOOM (one week earlier due to school holidays)

13. Actions

Carried Forward from August 2022

#	Action	Owner	Deadline
85	Look into location for community market, put out a call for volunteers.	EL	Q2 2023
86	Establish a working group to look at the child care issue and what the best solutions would be with community members.	BS	4 th Oct 2022
88	Finalise arrangements for cash payments for the fuel station at Buth a' Bhaile with Elaine Hayes.	PM	4 th Oct 2022
90	Directors Report for Audit to be compiled and circulated by email..	PM	4 th Oct 2022

New Actions Assigned September 2022

#	Action	Owner	Deadline
91	Contact Hebridean Trust and/or TMK again to determine the status of activities.	PM	4 th Oct 2022
92	Analyse the figures related to cost versus value of Ranger walks and feedback to the Board by email.	PM	4 th Oct 2022
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	4 th Oct 2022
94	Contact OSCR regarding addition of Housing to the TCDT Memo and Articles (as recommended by Legal Counsel).	PM	4 th Oct 2022