

Urras Thiriodh Tìre Community Development Trust April 2024 Board Meeting



Date/Time	9 th April 2024
Location	ZOOM (Video Conference)
Attendees	Trust Directors: Rhoda Meek (RM, Chair), Christine Coghill (CC), Fiona Malcolm (FM), Martin Finnigan (MF), John Bowler (JB), Neil MacPhail (NMP) Trust Staff: Phyl Meyer (PM), Inge Armstrong Minutes KB/IA
Absent, Apologies	Apologies received from Jacqui Bennett (JaB), Matthew MacDowell (MMD), Ronnie Baird (RB)

1. Welcome & Introductions

RM welcomed all to the meeting.

2. Declaration of Conflicts

RB had noted a conflict of interest via email but on what basis wasn't clear, he has been asked to clarify – and had given apologies for this meeting in any case.

3. Previous Meeting

a. Minutes

The March 2024 minutes were approved. Proposed by Rhoda Meek (RM) and seconded by Martin Finnigan (MF).

b. March Actions Update and Matters Arising

[See action tracker](#)

4. Actions taken since March Board meeting.

- The Board had approved the new Safeguarding Policy via email
- Date of the Fireworks event – The board had confirmed the proposed date as the 5th November.
- Press response to fuel pricing comments – RM had issued a statement on behalf of the Trust Board based on the statement from TCEL board to Oban Times. A further complaint had been received from a local business via email – it was proposed that it be left to the TCEL board to respond to the complaint.

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5. Recruitment & Staffing

There have been two recent staff resignations of the Gaelic Development Officer and one of our Community Projects Officers.

RM proposed that we take the opportunity of this to implement a staffing review and seek an improved understanding at board level about what work the staff are undertaking, how the board might be able to support and where we might be able to put in additional capacity, etc. RM commented that it might be useful to have that overview and with that in mind it would be an idea to form a short-life working group consisting of RM, JB and CG (as the three board officers) plus MF (as a finance sub-group member with relevant skills and knowledge of our funding situation) - **Board approved.**

A proposal/options to be submitted by the next board meeting in May

6. Windfall Applications

RM requested that, in order for the Board to do due diligence in relation to Windfall Fund applications, a financial summary of the status of the Windfall Fund is required for every Board Meeting and requested PM to action this.

ACTION 170: PM

a. CSI_24 001: SOLAR Tiree

Application for £2000 toward ongoing costs of £8222. (24% of total costs). Solar last applied in 2022 for £1500 and were awarded the full amount.

The Board discussed and approved the SOLAR Tiree application for £2000.

b. Cùram funding request for Outreach Worker (see email forwarded by Rhoda).

In summary, a letter has been received from Cùram indicating their belief that a historical agreement was in place with the Trust to commit to annual funding 50% of the Outreach Worker post by default each year allowing them to bypass application to the Windfall Fund and requesting that the Trust honour this.

The Board discussed this at length, key points raised:

- There may or may not have been a verbal understanding in place historically however no written agreement or Policy to this effect exists, and it would in any case be a matter for the current Board to decide if it should continue.

The Board therefore rejected the Curam request for funding 50% of the Outreach Worker post by default each year but that we would reply to invite the matter to be raised via a Windfall Application. PM/RM will formulate a response.

ACTION 171: PM/RM

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7. Working Group Reports

a. Finance Sub-Group

MF requested that TREL tax audit be completed as soon as possible, PM, SM and IA are to meet with the auditors on the 24th April to discuss tax and the audit. There are no further updates from the FSG.

b. Housing Working Group

Housing Working Group is active and have been undertaking a series of networking and information exchange sessions.

Last session was with Helen MacDonald from Mull and Iona Community Trust (MICT) who gave an overview of the MICT Housing Build projects and took a question-and-answer session from the group. All found it tremendously helpful and informative.

A recording of the session can be found on Zoom (see the link in the Staff Activities Report).

c. Childcare

Productive meeting was held with Argyll and Bute council on requesting them to extend the current childcare on Tiree, they have not ruled it out as long as it is cost neutral to them. The Trust may need to input funds towards the project. This would offer childcare to 0-3 age group during term time this is due to that the management is covered by the deputy head (they don't have to pay a separate manager to be the manager of the nursery, though it is a statutory required posts that you have to have for a nursery) therefore it would only be during term time. This would a substantial help with the shortfall of childcare.

We are expecting to receive £5000 of support from HIE to continue working with CALA to provide expertise in helping us to work towards what might be possible. The feasibility study will be beginning in May.

We have asked the Council to look at the option of using the library for the childcare provision, and how it could be done, etc. They were clear that it would require capital investment to make that work, there would be changes that need to be made to the building, etc., but that's where HIE have offered their support to us and where the capital funding would come from.

The care inspectorate has encouraged us to push the option of collaborating with the council as in their opinion that is the best way to get this done (the council are already approved care inspectorate registered).

RM commented to clarify that the Trust are not to contact Mill House, and also that they are not to be included in any reports/investigation by CALA, etc. If the owners of Mill House are interested in progressing in future, they will contact us. This needs to be confirmed with CALA and HIE.

d. Vet Practice Group

We have submitted a note of interest to the Scottish Land Fund for the project. The project would be a rather niche one for them to fund, but the contact understands the need in our particular

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context and is happy to take it to the SLF – As funding at SLF is significantly reduced we need to put together an extremely strong case. There were no further updates.

e. Discover Tiree

The Discover Tiree Committee met earlier in the month and have made a request for a joint meeting with Board later this month. This is to have a discussion and decision on the future of Discover Tiree, its objectives and next steps.

PM pointed out that this topic did come up at the CDP review with a view to determining purpose and function of DT

RM asked PM/KB to put together an options paper as a basis for discussion with the DT Committee and to define first steps. This is to be distributed to the Board with the Sustainable Tourism Plan and a copy of the Discover Tiree minutes. The meeting will then be scheduled

ACTION 172: PM/KB

8. Staff Reports

a. Trust Activities Report

- PM Indicated confirmation that Enercon are expected to visit the turbine on 15th April but there is no guarantee of a fix at this time.
- RM will follow up with KB/LMA regarding a date for WordPress training

b. Gaelic Funding

Gaelic funding email from the Scottish Government has been forward to the board and the email received from Bòrd na Gàidhlig commented that there is only funding until the end of August, which is in line with our funding, so therefore we will unfortunately not receive any further funding. Jenny Minto office has offered to raise this issue once again.

We need to put a proposal together for Bòrd na Gàidhlig on how the Trust will use the funding which was received to fund the Gaelic Project officer role now that the role is not currently filled. Lauren has put a paper together on options she would comfortably do without Mary-Ann's assistance, this will be discussed at the Staff Working Group meeting.

MAK had indicated she would support the ongoing translation of the website however a level of discomfort regarding asking an ex-contractor to do translation on a voluntary basis given the level of skill required. There should be a fee for this and a timescale. The other option open to us is to request an external company to do this. PM will pick up on this with MAK and LMA

c. Trust offices

Phyl added to the report that TCB approval has been requested for an experiment/pilot in which we would keep the outer front door unlocked, so that we can essentially offer the toilet and the "visitor information area" of the office to be accessed outside the main office opening hours (10am – 4pm, Monday to Friday).

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The board briefly discussed this idea and preferred for the toilet area/visitor information area to be accessible only during the main office hours.

d. Community Development Plan review

We have kept Elaine in the loop with the refill shop as per the Community Development Plan, under the Sustainability and Renewables action.

Elaine was to submit a proposal for the extension of the Buth, a discussion will be held with her to find out how she is progressing with her plans.

The draft approval of Community Development Plan review is required from the Board.

Board to send comments to PM by end of day Friday 12th April.

e. Finance Report

No finance report was issued this month.

RM indicated that regardless of out of office, a finance report and Windfall Fund breakdown must be available for every Board meeting. PM is actioned to put this in place.

ACTION PM

9. AOCB

a. CMAC loan update

A response was received from CMAC to the letter sent previously indicating that the matter would be transferred to their accountant and lawyer.

The Board discussed further and felt it wise to respond in the next few days. RM/PM will formulate a reply suggesting a response needed from CMAC and/or representatives one week before the next Board Meeting (2nd May).

ACTION 173: RM/PM

b. Community Events – Trust contributing to cost of hall hire

We were asked if it is still the case that the Trust is happy to pay for the cost of hall hire for certain Gaelic events as we have done in the past, e.g. Sradagan, Gaelic cafes, etc. Board have requested further information from Comann Nam Parant on how much would be needed for the year to contribute towards hiring of An Talla, etc., and it would be preferable for a Windfall application to be submitted, once the information has been received the board can decide on the request.

PM will follow up with these groups to determine the value of one year hall hire for them and then ask them to submit a Windfall Application on that basis.

ACTION 174: PM

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c. Diesel Club

The Tiree Deisel Club has now closed, and their Articles of Association indicate that the financial residuals go to TCDT.

However, a formal letter has been received from the Deisel Club asking for the remaining funds of £8k to be split 50:50 with Curam Thiriodh and with the Trust to administrate the distribution of this. The Trust is also asked to indicate to the Club how we will use the money.

The Board discussed this and agreed to administer the transfer.

PM will work with staff on a list of options on how to place the funds (as requested by the Diesel Club and previously agreed in March 2024 Board Meeting).

10. DONM

Tuesday 14th May 2024 at 7pm by Zoom.

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11. Action Tracker

Action #	Meeting Date	Action Description	Action Owner	Deadline	Status
150	Aug-23	The Housing Working Group to compile a paper on options for property lettings and management with recommendations for the TCDT Board to consider.	PM	12-Sep-23	Ongoing
160	Dec-23	PM/KB to look into the viability of purchasing the house (Kirkapol) and how to manage this proposal	PM/KB	16-Jan-24	ongoing
161	Dec-23	All directors to supply a photo and short biography which will be then used to in the next newsletter.	IA	16-Jan-24	Ongoing
163	Jan-24	Subsidiaries minutes to be published on the website	PM/LMA	1-Feb-24	Ongoing
167	Mar-24	Arrange review of Ranger funding/post.	PM	9 Apr 24	Completed
168	Mar-24	Staff will update the CDP and then work on a community communication event. Draft to the board by the 26 th March to be signed off at the next board meeting on the 9 th April	PM	26 Mar 24	New
169	Mar-24	Tiree Diesel Club donation: Staff to look at cost to replace the signage at the pier/other amenity signage or other spending that may be appropriate for an “environmental improvement” programme	CPO	9 Apr 24	ongoing

March Action Update:

Action 167 – A meeting has been scheduled on the 16th April for the re-funding/post – FM and JB to attend.