Date/Time	Wednesday 10th June 2026 at 7pm
Location	ZOOM (Video Conference)/in person at Trust Office
Attendees	Chair - Neil MacPhail (NMP), Martin Finnigan (FM), Coinneach MacKinnon (CMK), David Beaman (DB), Ronnie Baird (RB)
Trust Staff	Phyl Meyer (PM), Shari MacKinnon (SMK)

1. Welcome & Introductions

Neil MacPhail (NMP) welcomed all to the Board Meeting, apologies were received from Rou Worsley (RW).

2. Declaration of Conflicts

MF/CMK declared an interest under item 6 (d) Finance Subgroup – Community Vet Practice Premises Project.

3. Previous Meeting

a. Minutes

Corrections were made to the May 2026 meeting minutes – it was agreed to remove the costings under item 7 (a) Fencing and clearly record CMK's declaration of a conflict of interest. It was noted that there were a few typos/American spellings, and it is thought this has arising through use of the Zoom transcript. The Board requested the staff carry out better proof reading of draft minutes before they are circulated to the board to avoid errors.

The May 2026 minutes were approved Coinneach MacKinnon and seconded by Martin Finnigan.

b. Actions Update

Action #	Meeting Date	Action Description	Action Owner	Deadline	Status
218	December	**Emergency resilience coordination role** PM to revert to council to discuss potential funding for the emergency resilience planning role.	PM	January	Ongoing
221	February	**Bòrd na Gàidhlig** Finalise and send an amended budget to Bòrd na Gàidhlig for the Gaelic consultancy proposal once Rhoda has initiated contact.	PM	March	Ongoing

Action #	Meeting Date	Action Description	Action Owner	Deadline	Status
228	May	**Staffing – Salaries** PM to revert to the board with further proposal for a mechanism of scale progression within the same grade of post, based on experience / progression	PM	May	Complete
229	May	**Balemartine project procurement** PM to ensure that if the project is to proceed, a suitable publicly advertised process is put in place to ensure a fair and open procurement of contractor capacity for this project	PM	Summer 26	New

Action 221: Progress has been made with changes to Gaelic project. Rhoda has met with Phyl and staffing plans are in place for the next few months and due for discussion late in the agenda. Neil Hugh is now in post as Youth Work Assistant and this post will be covered by Bòrd na Gàidhlig funding.

Action 229: A lengthy discussion took place regarding how to move forward with the Balemartine project. PM reported that he had advised the consortium that a suitable publicly advertised process would need to be in place to ensure fair and open procurement of contractor capacity would be required. The consortium plan to advertise that an open meeting will be held and all relevant & interested parties would be invited to attend and confirm their interest/ask questions etc. This meeting would be fully facilitated by the consortium, TCDT representatives would be welcome to attend. Members of the board expressed concern that the consortium idea may create issues for TCDT going forward. The concerns include:

- Businesses that do not benefit from the project will not take up the issue with the consortium; they will come to TCDT. There could be complaints made to TCDT that it was not an open tender process.
- The community may not see the process as fair/transparent as the consortium is led by two individuals and this will affect the organisations reputation.
- The project is really too small for a consortium to work – Scarinish is a bigger job and more opportunity for all interested parties to be involved.
- It could be seen as the creation of a monopoly.

It was noted that the consortium idea originated from an open meeting regarding the Scarinish housing project, and a similar approach has worked well in Gigha.
A letter of comfort should be sought from West Highland Housing Association/Argyll & Bute Council that they will not sell the property while TCDT investigate costings etc. and work on a plan to take the project further.
ACTION 230: PM

It was agreed that the best way forward would be to progress to open advertising for design & build project. It was suggested that should the consortium meeting go ahead it should be clear that TCDT are not affiliated with the consortium. It was suggested that QS may need to be involved and to investigate if there is funding available for this.
ACTION 231: PM

4. **Action taken between meetings**

(a) Confirmed Staff Pay Review Outcome
As the draft minutes for the May 2026 meeting were causing confusion regarding the decisions made regarding staff pay review, an email was circulated to the board to clarify this. The wording of the May 2026 minutes were amended prior to the meeting to reflect this.

(b) Comments on Fundraising Campaign for Scarinish Fencing
Trish had circulated a paper to the board regarding plans for the which was agreed and publicity will begin shortly.

(c) A Bhuain Sponsorship
A letter had been received from the A Bhuain committee seeking sponsorship for the event planned for 2027. The board had discussed this by email and agreed £500 sponsorship package. Shortly after this was agreed, the Windfall Fund re-opening was publicised and the A Bhuain committee have since been in touch to ask that the sponsorship payment is put on hold as they intend to submit a Windfall Fund application.

5. **Staffing, Budget & Finance Report/Updates**

a) Competence/Seniority Related Pay Increment Proposal
SMK as a paid member of staff left the room while discussions took place and a decision was made.
PM had previously circulated an email for this proposal and recommendations for current staff. This was discussed agreed with the following amendments;
- PM should make a recommendation to the Chairperson when a member of staff is eligible to move up a level, and the Chair has final sign off.
- Finance & HR Officer - due to the critical nature of role and the routinely high-level organisational thinking and support to management that this post provides to the Trust group, this post is to be re-graded to Co-ordinator, effective 1st June.

b) Update to Staff Expenses Policy
In May, HMRC announced that the Approved Mileage Allowance Payments (AMAP) for employees using their own vehicles for business travel are 55p per mile for cars and vans for the first 10,000 business miles, and 25p per mile for any business miles exceeding 10,000, backdated to 6th April. This was discussed and approved.

c) Finance Report & Actions
The Finance report had been previously circulated and was discussed. It was noted that spend on Scarinish Housing project had been higher than expected at this stage in the project and this is due to the fact that Community Housing Trust work has been pre-paid, due to the funders wanting drawdowns completed before the end of their financial year.
Just Do It Fund – the staff team had requested that the balance of this fund be topped up to £1,000 so that small grants can be made. This was approved.

d) Gaelic Contact Role & Proposed New Work
Rhoda Meek had prepared and circulated two papers prior to the meeting which were discussed.
Gaelic Activities Co-ordinator [contractor]. This was a proposal to bring in a contractor to take the lead on Gaelic activities – Bookbug/Sradagan etc. This will replace the work currently being delivered by the Gaelic & Youth Assistant, who is leaving the role at the end of June. This was approved.
Designating Tiree as an Area of Linguistic Significance. The recommendations within the paper were considered and approved.

6. Working Group Reports

a. Crofters Support Project

No further updates.
Noted that another loan repayment had been received in June, and due to a hold up in CAGS (Crofting Agricultural Grant Scheme) releasing the grant payment to the client, the loan repayment was close to the date of the loan agreement expiry. It was suggested that contact should be made with the CAGS department to seek clarification on hold ups and make them aware of the impact the delays are having in relation to loan repayments.
ACTION 232: PM

b. Housing Working Group

A meeting has taken place with Argyll and Bute Council staff to discuss the SEPA objection to the site development and an approach has been agreed to take forward negotiation with SEPA to address their concerns and find an agreed way forward with the project, and there is reasonable confidence that it should be possible to persuade SEPA to accept the site for housing, with provisions for flood management.

An email was circulated to the Working Group this week regarding a property that has just come on the market in Crossapol that includes land that potentially could be used for further housing development. The Working Group intend to hold a meeting to discuss this further. Members of the board commented that they had concerns that if TCDT were to purchase housing stock on the island, this could block young buyers from getting on the property ladder.

c. Childcare Working Group

No further updates from Argyll & Bute Council.

d. Finance Subgroup – Community Vet Practice Premises Project

Funding: MF provided a verbal update that Tiree Rural Development Ltd and Animal Care Tiree are working on an application to the Islands Fund seeking funds to convert the existing Cobbled Cow to a vet practice premises. The Finance Subgroup recommend that TCDT ringfence funds to match fund this project. A review of current ringfenced funds has taken place and it was noted that there has already been an allowance made for this stage of the project. Agreed to keep this ringfenced and noted it would likely be required in early 2027.

Project Management: Finance Subgroup are recommending that in kind project management is provided by Trust staff. This was discussed and agreed.

7. Trust Activities Report

The report had been previously circulated for information. No further updates from PM or questions from the board.

8. AOB

AGM – as agreed the AGM will take place in September on a Monday evening, date yet to be confirmed. Review resignations taken place since 2025 AGM and advise board of any directors due to stand down as per terms of Memorandum and Articles of Association.
ACTION 233: PM

Recruitment now live for Head of Community Engagement and Commercial Services Officer posts.
An enquiry was received from a potential applicant asking would there be any flexibility around being based off island but regular visits to the island/periods of island working. This was discussed and the preference would be that the post holder would be fully based on Tiree, but that an application would be welcomed and considered.
Deadline for application submission is 6th July. Intentions are that interviews take place end of week 6th July/week 13th July. PM is seeking directors with availability to join applications review/interview panel. Let PM know if available to join panel. RB confirmed he was available to join the panel.
ACTION 234: ALL BOARD MEMEBERS

9. DONM

Due to take place on 14th July, this was discussed and it was agreed to delay by one day due to availability, date confirmed as Wednesday 15th July - 7pm.

POST MEETING NOTE – DB requested that as a member of the A Bhuain committee this be noted, as he did not take part in the discussion regarding their sponsorship.

Action summary

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229	May	**Balemartine project procurement** PM to ensure that if the project is to proceed, a suitable publicly advertised process is put in place to ensure a fair and open procurement of contractor capacity for this project	PM	Summer 26	New
230	June	**Balemartine Project** A letter of comfort should be sought from West Highland Housing Association/Argyll & Bute Council that they will not sell the property while TCDT look into costings etc.	PM	July	New
231	June	**Balemartine Project** Open advertising for design & build project.	PM	July	New
232	June	**CAGS** Contact CAGS department to seek clarification on hold ups of grant payments, and make them aware of the impact the delays are having in relation to loan repayments.	PM	July	New
233	June	**AGM** Review resignations taken place since 2025 AGM, and advise board of any directors due to stand down as per terms of memorandum and articles of association.	PM	July	New
234	June	**Interview Panel** Intentions are that interviews take place end of week 6th July/week 13th July. PM is seeking directors with availability to join applications review/interview panel. Let PM know if available to join panel.	ALL BOARD MEMBERS	July	New