

Sunart Community Company Board Meeting

Date: 18th July 2018

Venue: Dail Mhor

1) Welcome and Apologies:

Attending: J Tyldesley (JT) Chair, J Hilder (JH) Treasurer, D Barker (DB), J Jones (JJ) Secretary, J Madden (JM), K Proctor (KP L Cameron (LC)

Apologies: A K Campbell (KC), J MacKinnon (JMCK), C Millar-Craig (CMC), I Baker (IB),

2) Review of LDO Performance:

3) JH explained that he and JJ had met with IB to discuss her new role, which starts on 1st August 2018, when IB's work will be project focussed. Also see item 5.

4) Matters Arising:

a) 9b) ii) (20th June 2108) The information "pack" to explain the role, etc. for potential new directors is being prepared by JH. **Action: JH.**

b) Item 10c) June 2018 minutes, re hydro schemes going in at the moment, KP to d to check on the current situation with her contacts. **Action:** Item to be carried forward

c) Item 6b) Paths and Trails: Men's Shed group has ordered the wood for the benches.

5) Finance Report:

a) Balance at 18th June 2018 is £30,318.52. JH is working on a report to itemise balances against individual cost headings e.g. the Men's Shed; Paths, etc. The company now has several "projects" against which monies are allocated and specific balances for each of these will allow for greater clarity.

b) Having examined the finance situation the company is able to offer IB 2 days per week for 6 months. Her role will now involve less "admin" for the various groups e.g. Paths, and be more project focussed to develop certain business areas: Longrigg Woodland; the jetty; Men's Shed, for a new build; the VIC. She will still do the administration for the Common Benefit Fund (CBF) as the company receives a fee for this function.

c) JJ is now a signatory on the bank account and the company address has now been changed. JMCK is still to take her identification details to the bank and be registered as the third signatory. JH proposed that the company have a fourth signatory so we can cover this function if people are away. DB offered and this was accepted. **Action** Treasurer to notify the bank and BD to take identification details to the bank.

6) Action Plan Update Output 1: Capacity Building:

a) Loch Development: The "Sunart Water Festival" 16th September 2018. Community Company will have a burger stall. **Action: DB to coordinate. Volunteer welcome!** The jetty needs to be maintained as per the insurance requirements. The rent is £300, which is an increase that was queried at the Loch meeting on the 17th July. The Loch group directors explained that this is now the new rate. Also, any further querying delays the jetty, slipway, car park and green shed and the Teddy Bear's Picnic from being signed over to the company, which in turn delays the project to develop the "jetty" area. After some discussion was agreed to accept the new fees and the liability of the jetty. JH explained the rent will need to be found but it is hoped donations from "Friends of the Loch" will be able to cover the costs. The draft lease has been received and is waiting to be signed. The legal fees for the transfer of £3000 are being covered by HIE. However we have to cover the fees for the Highland Council (HC) and Crown Estates, which will be paid by HIE, but there is a query as to why the Crown Estates fees are so much higher than HC's. JH/IB are progressing this matter.

- b) Paths, Trails and Maps: Are working on the leaflet options for which are being finalised. Proposal is to place signs on all the community company paths. **Action IB/JJ**
- c) Community Building – Hub, Heritage, Pool feasibility etc:
 - i) Mr Harkiss secretary has contacted Mr Harkiss and is awaiting a reply.
 - ii) VIC – Visit Scotland have come back to the company and said there is no need for the community to pursue a right to buy application as in their view we have the primary right to buy. The Lottery Fund have queried the valuation, saying it is out of date. However, JH has seen the valuation, which is dated March 2018 and the rules and conditions state that a valuation is valid for 6 months. JH is waiting to hear back and then we can proceed with funding application for the purchase, which is all ready and waiting to go.
- d) Community Woodland: in hand.
- e) Lifelong Learning: none
- f) Transport Links: None
- g) Housing: None
- h) Community Benefit Fund (CBF): The autumn application round closes August 2018. DB explained that the actual figure is being agreed however, the SCR are also seeking to start the “buy back” of shares. JJ mentioned that during the tour for Foundation Scotland and their American guest Jeff Yost, the point was explained that in America people who buy shares in community ventures often donate them rather than buying them back, which is sometime that Jamie McIntyre of SCSB Ltd was going to explore. Perhaps this is something that SCR might consider as some of their share holders might choose this as an option.
- i) Umbrella support for Community initiatives: The New Primary School to be handed over to Highland Council next week.

7) **Assets**

- a) Old Schoolhouse Plot: Passed to the Paths group.
- b) Back road, path along the river: Signs to be erected.
- c) Composting site: DB and JJ and other “halves”, have cleared the weeds and trimmed the hedge at the compost site, which now looks much better. They suggest that the greenhouse be cleaned and some of the shelving cleared so that it can be used as a greenhouse. Perhaps a sign could be erected explaining that community members are free to use it to grow plants. Also the compost site could do with a clear up and similar work. JH offered to assist DB and JJ in this.

8) **Output 2 - potential enhanced community facilities:**

- a) Longrigg woodland: Two consultants have submitted tenders. KP has agreed to be the lead Director on this and will meet with IB to discuss actions needed.
- b) Community Facilities – Men’s Shed: Zurich Insurance asked for a date for the for the Men’s Shed insurance to start. JT suggested Monday 23rd July 2018. **Action Secretary**
- c) Old Primary School building – Highland Council will undertake a survey before the end of the school holidays. This will give details of the current condition and HC will seek to power it down and just maintain a minimum temperature to prevent deterioration. **Action JJ** to speak with Tom Murdison about progress.
- d) VIC – see item above

9) **Output 4 – Sustainable Community Company:**

- a) Fundraising – None
- b) Board Development: JH suggested that directors have a meeting to look at future company development the meeting on 9th January 2019 as agreed as the date for this meeting.
- c) Strategy Review and Business Planning – see item 9b)

- d) Staffing: Letters of termination have been sent to the LDOs
- e) Office – The company office in Dail Mhor will be cleared, two desks will be kept and a lock on the door provided. We will then be able to store company and Community Council records, and have the company computer installed.

10) **Other Matters:**

- a) Fisheries: Application for funding will be submitted. Loch Doilet, the acquisition of fishing rights for the other bank will be pursued.
- b) Drimnatorran Farm: Noted

11) **Correspondence:** -

- a) Letter from SCSB Ltd received.

12) **Any Other Business:**

- a) Items from the Community Council: None
- b) Agricultural Show 11th August 2018:
 - i) John McDonald can provide 150 burgers, therefore we need to purchase a further 150 venison and 50 beef burgers. JT will sort the burgher and organise the volunteer helpers.
 - ii) We will explore purchasing bread rolls from Morrisons or Lidl.
 - iii) JH is getting the barbeques gas tested
 - iv) Denise Anderson will loan the generator
 - v) DB will loan the use of his shelter
 - vi) JJ will complete the risk assessment for the show committee
 - vii) JM suggested that some of the food preparation for the early morning “rush” be prepared the evening before and that we purchase biodegradable cups which aren’t expensive and can be obtained from Amazon. This was agreed.
- c) The Highlands Small Communities Housing Trust Board Of Directors – Community Elected Director Nominations request had been received. JH explained the structure and role of HSCHT and what was involved. Noted.
- d) Primary School: JH tabled a letter explaining that the SCSB Ltd acting Chair, Jamie McIntyre, has written to the company asking for support. KP declared an interest and explained the background from the PC meeting on the 17th July 2018. Highland Council (HC) are staffing the school but with two part-time teachers on temporary basis, and one newly qualified teacher (NQT). The current head teacher is resigning in October and will not be replaced. Whilst this meets the HC’s obligation to provide teacher cover the parents are not convinced and are unhappy with this arrangement. The previous primary teacher left earlier in the year and HC have not advertised the post. HC says it will review the head teacher requirements, however the parents do not wish to cooperate with this review until the teacher staffing arrangements are resolved i.e. the need for a full-time teacher, who is also available to mentor the NQT. Matt Simpkinson has spoken with Norma Young however, each has a differing interpretation of what was said and agreed. The proposal for the company to write a letter of support endorsing the need for permanent staff was agreed. It was noted that individuals can also write to councillors on the Education Committee. **Action Secretary**

13) a) **Date of Next Meeting: Saturday 11th August 2018 for the Agricultural Show**

- b) **Date of September Meeting Wednesday 19th September 2018 Venue TBA**