

Sunart Community Company

Board Meeting 7:30pm 2nd November 2022

Venue: Fire Station, Strontian

Attending: P Sharples (Chair), J Hilder (Treasurer), J Jones (Secretary), J Madden, T Burke, H McDonald, R Henderson, K Simpkinson

Apologies: S Madden, B Drinkwater

1. **Welcome:** The Chair welcomed everyone to the meeting, the first one for a long time.
2. **Acceptance of Minutes** for last meeting 21st September 2022: Minutes proposed: J Hilder, Seconded: P Sharples
Amendments: Item 4. Heritage Para: Correction “The Church of Scotland group made an application to the Sunart Community Benefit Fund (SCBF) to help keep the building wind and water tight this winter. Dualchas made an application to the Crown Estate Community Fund”. Item 9 AoB: Charging point: Delete “T Burke and R Henderson” and insert “J Hilder”.
3. **Community Company Planning:** J Hilder, H McDonald, T Burke had met to consider the community survey questionnaire and produce a draft document. H McDonald will develop the draft and circulate it to the Board members for comment and approval. The aim is to do a mailshot to local households in November 2022. Replies from Sunart Renewables (SCR) the Longrigg Woodland Group and Sunart Agricultural Show Committee are still awaited. Board members are asked to provide comments and feedback to Hannah by the 12th November 22 latest. J Hilder explained that the printing of the survey document requires a one-week turnaround time. The intention is to put the questionnaire on Survey Monkey; alternatively people can choose complete a paper copy and post it to Becky Drinkwater in Glenuig.
4. **Updates:**
 - **Longrigg Woodland:** this is on going; there is a meeting scheduled for 7th November. J Hilder explained that a valuation of the woodland is being conducted.
 - **Oakwood:** K Simpkinson explained the turnover for October is £4,300 with £1,500 commission for the Company. The volunteers have been very good in covering the extra hours in October, this was an experiment to assess the impact on the footfall and takings. The hours have now been reduced to 11am -3pm. Consideration is being given to replacing the iPad, which is used with the till, stock, on line sales, cash and cashless payments. The All Square software is very powerful and allows for wide analysis of the data. However, the operating system software on the current iPad is now not being supported. It was agreed to replace the iPad.
T Burke provided an email update, which is attached. We wish to thank ADAC Structures for providing a structural survey of the roof timbers for loading capacity for the solar panels. This report is required as part of the grant application for obtaining and installing the panels. We are awaiting the building warrant from Highland Council to install the panels [The building warrant was received two days after this meeting].
 - **Men’s Shed:** T Burke’s update is attached. The electric meter is installed and needs connections but Cameron Morris has had an operation and must convalesce for six weeks. J Hilder explained that Sean Corrigan had originally offered an electrician for work on the shed James will arrange this with Rachel Corrigan. We wish to thanks Sean for providing assistance with this matter.
Fire extinguishers for the Men’s Shed and Oakwood: J Jones has sourced these at HIS and it was agreed to purchase four 2Kg dry powder and one foam extinguishers.
 - **Paths:** The Back Road path needs the leaf fall clearing and the build up over the last three years, as there was no clearance during the Covid pandemic period. It was agreed that a working party day be organised to clear the path and renew of the some path material where necessary. J Hilder has also spoken with Eilidh Ann Phillips as the path from the Strontian Hotel to the Village has become overgrown in places and a “partnership” approach might be helpful. There is also the request that a memorial bench for the late Queen Elizabeth II to be sited in the Teddy Bear’s Picnic area. After discussion it was agreed to restart and promote the working group.

Ash die back: J Hilder is still awaiting a response from the contractor he had approached. James has been in contact with the Highland Council about the three trees on Anaheilt that require their attention. Kenny Bannerman (Ktrees) will survey again the Ash tree on the Back Road on Sunday and provide a quote.

- **Website:** On going
- **Loch and Moorings:** J Hilder has confirmed the correct number of moorings with the Crown Estate. P Sharples is taking on responsibility for the moorings and collection of fees. The work on the slipway and green shed is on going
- **Heritage:** Dualchas has been informed their application to Crown Estate Community Fund was not successful. However, other grant applications may be made to the Scottish Land Fund and to Awards for All.

Other updates:

- The church yard graves recording project is almost completed and we will then start on local story recording
- Dualchas had an info stall at the Sunart centre open day with mailing list sign up sheet
- Dualchas are currently working on research for a couple of people who have been in touch looking into their ancestors
- Work on archives material is on going
- Website options are being explored and hope to have this up and running very soon

5. **Assets & Risk Register:** Assets - J Jones keeps a spreadsheet list, which he will update to include the gazebos, motorised wheelbarrow, etc; Risk Register T Burke has produced an Risk Register which he emailed to directors. J Hilder mentioned that the rowing boats on Loch Doile need to be incorporated into the register

6.

7. **Income generation** – not discussed at this meeting

8. **Finance including Common Benefit Fund (CBF) & Oakwood:** Bank Account: Oakwood: £15,354.23, which will reduce when suppliers are paid; Company current account: £35,542.87, this will reduce when the £5,000 is paid to Dualchas/ Heritage project; £3,000 is for the Men's Shed account, and £6,000 held towards the Resilience Fund

9. **Staff Matter:** No discussed

10. **Any other business:**

- Christmas Market and Lights switch on:
 - Becky is working on the prizes for the auction
 - Karyn has received requests for eight stalls for the market and requests for two gazebos
 - The Company has two gazebos, add the large awning, which was donated by David Barker; the awning will be used for the raffle tickets sales and prizes and the home baking stall. We need to ask Robert Dunn to borrow his gazebo, as we did last year, for the punch stall. It was suggested that we will need more punch than last year. J Jones will re hang the lights as the tree has grown in the last 3 years and the lights were not best visible last year. He will also check with Angie Campbell about the electricity supply
- Vehicle charging point: we are informed that the installation will be Spring 2023

11. Date of next meeting:

- Christmas Market Saturday 26th November 2022
- Wednesday 7:30pm 11th January 2023 for AGM preparation

Email update from T Burke:

Please find a below a summary of activities since the last meeting (**updates shown in orange**).

Note:- Cameron Morris is off work for 6 weeks; James has arranged an electrician from Corrigan's to pick up the electrical jobs.

Oakwood:-

- phone/broadband
 - provision of Wi-Fi to village hall... Tony G. reviewing options
- solar panels:-
 - 15/9:- Grant approved for 80%, application for remaining 20% **now approved.**
 - **Highland Council have requested a Building Warrant (including a Structural survey)... ongoing**
 - Estimate project completion – **January??**
- Improved Lighting of Oakwood sign:-
 - new electrical supply.. **Corrigan's**
- Energy efficiency:-
 - Dehumidifier purchased -**installed**
- Safety checks:-
 - fixed electrical inspection and PAT testing – **Corrigan's**
 - **Fire extinguishers:- these are out of date and need servicing or replacing. John is purchasing new.**

Man-shed:-

- meter installed 21/9. **Corrigan's to make final connection**, fixed electrical inspection and Portable Appliance Testing
- water and sewer connections... **awaiting guidance on how to complete Business Stream application forms as it doesn't cover our situation where trenches have been back-filled without inspection/approval by Scottish Water**
- fire/smoke/CO alarms:- **installed**
- **Fire extinguishers needed:- John is purchasing.**
- SCC liabilities:-
 - need to investigate risk assessments, safety checks and “training records” to ensure only authorised people use equipment. NB may need key control to prevent unauthorised use of equipment
 - need to check council tax, public liability insurance

Community resilience team:-.

- Strontian BT phone box:- this had been decommissioned but would be useful during a power cut for visitors and/or locals who do not have landlines; have challenged BT and they have now **(27/10) re-commissioned it**. Once working, I'll tidy the kiosk. We should then publicise its availability so we can increase its usage and prove its worth.

De-fib unit in disused Polloch Phone box:-

- awaiting check on existing cable, have documented options should supply not be available

Regards,
Tony Burke