

MINUTES – DIRECTOR’S MEETING 14th November 2017

1. **Attendance:**

Present: Murdo MacKay (Chairman), Neil Campbell (Secretary), Chris Loye, Neil MacDonald, Rhoda MacDonald, Roddy Macdonald, George MacLeod, Finlay MacLennan, Anna Helfrich (Commercial Manager), Linda Armstrong (Land & Finance Manager), Lisa MacDonald (Development Officer), Mark Crichton (Marketing Co-ordinator) and Deborah Coghill (Administrator).

Murdo welcomed **Chris** to his first Directors’ Meeting.

2. **Apologies:** Norman Iain MacKay, Richard MacLennan

3. **Declaration of Interest:** There were No Declarations of Interest

4. **Approval of Minutes**

Approval of the Minutes of the Meeting of **10th October** 2017 was **proposed** by Neil Campbell, **seconded** by Rhoda MacDonald and **agreed** by all present.

5. **Matters Arising:**

There were no Matters Arising from the Minute.

6. **Action Points**

Deer Management Plan: This item to be added to the Agenda for the next Meeting.

Snagging: To be dealt with at the December **or** January Meeting. **Finance:** A definite statement of what remaining funds belong specifically to the WHT, and which funds are already allocated by way of grants etc, was to be presented to the **next meeting** (December).

7. **Updates**

Financial

Monthly Report for October was presented (see Appendix 1) and duly noted.

Commercial Manager’s Report

The Report was duly noted (see Appendix 2).

- **Volunteers for Thursday night (16th November).** Volunteers were being sought to help set up and prepare the Centre for the official opening on Friday 17th November.
- **Programme for Official Opening:** the proposed running order of the programme for the opening, was presented and discussed.

- **Transport for Ben Fogle:** After some discussion it was decided to seek Car Hire facilities from John Cunningham at the Airport.
- **Lottery Money for Opening:** The Manager had telephoned the National Lottery who were happy for her to spend the Lottery Money on the Opening event, however she saw fit, with the exclusion of it being used to pay for alcohol. Some has been spent on purchasing the Croft Histories from Bill Lawson, and some also on Photo Albums, stamps, and stationery, ink etc for the sending out of the Invitations. The Meeting gave **permission** for the purchase of an **iPad** for the storage of archive photos, music, record keeping, office use etc.
- **Christmas Night Out:** The *Machair Kitchen* are hosting this event, and of the **£30** ticket price, the WHT is to received £5 for collecting ticket money and taking orders, the *Machair Kitchen* is keeping £20, and £5 is for VAT. Permission was given for the organising of a **WHT** raffle to be drawn on the night to make a little extra money for the WHT. A budget of **£250** was allocated to organise this.
- **Heb Cinema:** Another film (*Saving Santa*) is to be screened at the Centre in December.
- **Christmas Decorations for the Centre:** A budget of **£200** was approved for the purchase of Christmas decorations for the Centre.
- **Volunteers for Official Opening:** In addition to the setting up on the night of 16th, volunteers were being sought to help with e.g. serving, directing people, stewarding etc on the day.
- **Budget for Machair Kitchen Catering:** The quote of £2000 from *Machair Kitchen* for catering services on the day of the opening was to include: **canapes** (900) on arrival, **scones**, a **Children's Buffet**, and **Bacon Rolls** for the evening, this last catered for at £150.

Development Officer's Report

The Report was duly noted (see Appendix 3).

- **Architect:** Due to family illness, the architect has not made as much progress

as she would have hoped at this stage. To continue to involve the Quantity Surveyor (Torrance) at this stage in the proceedings will significantly increase the cost. It was suggested that the Quantity Surveyor should simply complete the section for which they had quoted, and then stop. Thereafter if the proposed work was taken in smaller “bites”, and possibly if the WHT were to undertake some of the work itself, this would, it was hoped, reduce costs.

- **LEADER Funding for Renewables and Older People:** LEADER was prepared to give a 50% grant towards the purchase of an Electric Car, which could potentially be used for transport for a Lunch Club. The deadline for any such application was 14th February. It was hoped that some preparatory work could be done before the next meeting, and that the Project Officer would submit an expression of interest in the scheme.
- **Broadband:** *Open Reach* have applied to the Comhairle for Planning Permission to erect the “green box” hubs in both Luskenytre and Scarista
- **Generator:** A quote is still awaited from Ian at Barney's. The switch is to be made by Schneider, and is expected to take seven days to make, and two to three weeks for delivery.

Land and Finance Manager

- **Scarista Beag :** It was noted that some residents of Scarista Beag had applied for Membership of the WHT, and although residing **out-with** the WHT boundary had been granted **Membership** as a courtesy, but in order to abide by the Constitution it would not be possible for any of them to serve as **Directors**. It was agreed that they should each be written to, in friendly and positive terms saying how welcome they were to be part of all WHT community events but explaining the terms of the Constitution, and why it would not be possible for residents of Scarista Beag to become Directors.

Marketing Co-Ordinator

- **Vishtin:** This French/Canadian Band were to play at the Centre on **Thursday 19th July 2018**, for which event the WHT was to receive 10% of money from ticket sales. As the WHT was not itself a Licence holder, the *Machair Kitchen* would be left to organise the bar and food for the night.

- **Harris Mountain Festival 13th – 29th August 2018:** As the amount of grant funding available for this event had diminished in the last year or so, it had been suggested that a West Harris event be staged on an evening at *Talla na Mara*. It was agreed to **postpone** any final decision on this matter until the staffing situation had been clarified, since the Marketing Co-ordinator (Mark Crichton) would no longer be at *Talla na Mara* by August 2018. In the meantime it was agreed to set up a meeting in the New Year between Anna, Mark and Daryl from the SNH & **North** Harris Trust. Both bodies (SNH & NHT) were quite happy for Daryl to do some work within the WHT jurisdiction, and it was agreed that if he did so, WHT would pay for those days that he worked in West Harris. Daryl being a Marine Biologist it might be good to get him to do some tours and/or trips.
- **Signs:** A design has been agreed at £215 per sign. 60cm wide x 1 m tall. Total cost of £1000 to be shared as follows: WHT 50%, Business Units 25%, *Machair Kitchen* 25%. Costs might be reduced if Planning Permission is sought via the Community Council.

8. AOCB

Pontoon

Damage to the Pontoon will **not** be covered by Insurance because it is sustained damage. To repair the damage would cost £2000. Discussion of this was **deferred** to the next Meeting.

Harris Forum

Additional **volunteers** were sought to attend the Harris Forum Meetings along with Neil Campbell. **Neil MacDonald** volunteered to join with Neil (Campbell) in attending the Meetings.

Working Groups:

Linda Armstrong proposed the establishment of Working Groups each to cover the different aspects of what is going on in the West Harris estate. Linda will draw up a list and pencil in some names.

HIE Consultant:

The Consultant was due to meet with the Directors and then separately with the staff in order to discuss the best way forward for the WHT. A report would be prepared for the end of November.

2 Pairc Niseabost:

This item has been removed due to confidentiality reasons and will be returned once the need for confidentiality has passed.

9. **Date of Next Meeting:** Tuesday 12th December 2017 at 7.30pm in *Talla na Mara*.

Proposed Dates for 2018

Jan 16th, Feb 20th, Mar 20th, Apr 17th, May 22nd, Jun 19th, Aug 21st, Sept 18th, Oct ?, Nov 20th, Dec 18th.