

## MINUTES – DIRECTOR’S MEETING 27<sup>th</sup> JUNE 2017

### 1. **Attendance:**

Present: Murdo Mackay (Chairman), Neil Campbell (Secretary), Roddy Macdonald, Richard Maclennan, Norman Iain Mackay, Anna Helfrich (Commercial Manager), Linda Armstrong (Office Manager) and Lisa MacDonald (Development Officer).

**Apologies:** Neil Macdonald, Rhoda Macdonald, Finlay Maclennan, Dougie Ferguson and George Macleod.

### 2. **Declaration of Interest:** Richard Maclennan expressed an interest as an accommodation provider and therefore did not take part in the discussion on shooting rights.

### 3. **Approval of Minutes 23<sup>rd</sup> May 2017**

The minutes were approved.

### 4. **Review of Action Points**

- **Refuse Collection** – CnES have agreed to provide a refuse collection service for recycling at Talla na Mara.
- *This item has been removed for confidentiality purposes. It will be returned when the need for confidentiality has passed.*

### 5. **Updates**

#### **Financial**

Monthly WHT report for May (Appendix 1) was duly noted.

#### **Commercial Manager’s Report**

The report was duly noted (see Appendix 2).

- **Wedding Prices 2018** – Proposed prices to be distributed to directors.
- **Graduate Placement:** Position has been offered and we hope to have an answer by tomorrow.
- **Heat Recovery Filters** – Permission was granted to purchase replacement filters at a cost of £260 + VAT.
- **Marquee** – The first wedding would rather that the marquee was not up. Due to the time it has taken to construct, it was agreed that they be offered compensation of £300.  
Anna to enquire with the manufacturer whether the not structural beams can be removed to improve the appearance if an agreement can not be made with the couple.
- **The Cliff Extension** – A request has been received from one of the Cliff tenants that the shed be extended to allow expansion of his business. It was

agreed that the agreement of the Grazings Committee would need to be sought before any further discussion could take place.

- *This item has been removed for confidentiality purposes. It will be returned when the need for confidentiality has passed.*

### **Development Officer's Report**

The report was duly noted (see Appendix 3).

- **Seilebost School** – It was agreed to let the remaining class room to Hebridean Design Studio for 3 months.
- **Seilebost School Tender Documents** – tenders were received from two companies. It was agreed to contract Porteous Architecture.

### **Land and Crofting Report**

The report was duly noted (see Appendix 4).

### **Building/Turbine Report**

The report was duly noted (see Appendix 5).

- **Pairc Niseaboist Water Supply** – Scottish Water have advised that in order to change to a 32mm connection a new application will have to be submitted.

## **6. Health and Safety**

There was no update.

## **7. AOCB**

- **Newsletter** (To be included in November)  
Community council looking for a representative from West Harris.  
Ask that any sightings of Gunnera be reported to the Trust office.
- **Strengthening Communities September Aviemore**  
Directors were given the opportunity to attend this HIE event.
- **West Harris Trust Shootings**
- *This item has been removed for confidentiality purposes. It will be returned when the need for confidentiality has passed.*
- **Policies for Approval**  
Agreement to adapt the annual leave and time off in lieu policies.

## **8. Brainstorming**

- **Office Cover**  
It was suggested that 'one way glass' be installed at the hatch to limit distractions/enquiries.  
It was agreed to offer Deborah Coghill the position of Administrator (2 days/week) on a one year contract.
- **Smoking**

It was discussed whether the grounds at Talla na Mara should be made 'No Smoking'. Anna to investigate.

9. **Date of Next Meeting:** Tuesday 22<sup>nd</sup> August 2017

**Diary Dates for future meetings:**

- September 19<sup>th</sup>
- October 10<sup>th</sup>
- November 14<sup>th</sup>
- December 12<sup>th</sup>