

## MINUTES – DIRECTOR’S MEETING 18<sup>th</sup> June 2019 at 5.30pm

### 1. Attendance

Present: Murdo MacKay (Chairman), Neil Campbell (Secretary), Diana Calvert, Dougie Ferguson [arrived 6.25pm], Neil MacDonald, Rhoda MacDonald, Finlay MacLennan, Linda Armstrong (Commercial Manager) and Deborah Coghill (Administrator)

**Apologies:** Roddy MacDonald (Vice-Chairman), Norman Ian MacKay, Richard MacLennan and George MacLeod,

### 2. Declaration of Interest: No Declarations of Interest

### 3. Minutes of 21st May 2019: Approved

### 4. Matters Arising: Open Day – Diana volunteered to come for an hour from 3pm. Linda to send out an email to Directors so that they can volunteer to help out in hour-long slots.

### 5. Action Points

**Dyke Repair** – JMT require more stone to carry out dyke repair.

**Sewer Pipe** – A video survey of the pipe work appears to show the pipe as sagging. Ron Murray has asked Breedons to come out and fix it.

**Fire Alarm** – DualCom system has been installed but we are awaiting BT to come and install the phone line. A list of keyholders has been given to DualCom in case of emergencies.

**Kitchen Suppression System** – Linda still waiting on a quote for this.

**Broadband** – Still awaiting responses from all the houses and businesses regarding the Community Fibre Partnership. Linda will write again.

### 6. Updates

#### **Financial (Appendix 1):**

Cash flow projections were presented along with the May Profit & Loss YTD.

**Sporting:** The Sporting Rates were discussed and agreement has been reached to reduce them to £3k. Along with various discussions regarding the sporting activities on the estate, the Directors were informed that as part of the Deer Management Plan the Trust are required to survey the estate for deer. Linda will speak to Gordon at NHT and see how they carry out their survey. Rhoda also mentioned a group who were in the area just now and they might be interested in helping out. Rhoda said she would pass on contact details to Linda.

**Renewables:** Cash flow projections for the Renewables were also shown. The Directors were happy to agree a short-term loan for the Renewables if needed, in the latter part of this year.

***Commercial Manager's Report (Appendix 2):***

**Generator:** Barnies to return on Friday 28 June for final connection during which the power will be switched off to the whole Pairc Niseboist site. Important that we get detailed instructions on how to switch over to generator in the event of a power outage.

**Main Door:** The front door is broken. Geze the manufacturer will charge £1.5K just to look at it. Waiting for Bartec to get back in touch regarding repairing it.

**Camping:** We are fully booked at both sites and are turning away between 6 and 13 campers a night, which demonstrates the need for the additional hook-ups. Expecting the letter offer in the next few days.

**Plot Sale, Luskentyre:** Resumption completed with build expected to get underway shortly.

**JMT:** Memorandum of Understanding with the John Muir Trust was signed last week and they were keen that we should support the JMT Award through the Trust. JMT will be sharing information about that with us.

**Fence at Luskentyre:** The Telecoms Company who damaged it have finally agreed to pay for the cost of its repair.

**Hydro Fence:** Has been repaired. An estimate for repairing the damaged pen has also been received and the Directors agreed to go ahead with that.

**Seilebost Playpark:** Nobody is taking responsibility for the Playpark down at the Old School. HVS installed it in the 1980's but have had no involvement with it since then. CnES also claim to have no involvement with it despite carrying out repairs and cutting the grass round it, even after the Trust purchased the School. The land was in fact never taken out of Crofting Tenure and is still part of the Grazings. It cannot be left without doing **something** with it. Either the Trust must repair and insure it or else dismantle and remove it. Linda is to look into the costs of insuring it and will email the costs around the Directors. Also, Chris is to have a look at it and see what condition it is in.

***Community Engagement Officer's Report (Appendix 3): Linda reported on behalf of Carolyn***

**Funding:** Carolyn has made an application to *Interface* which is a digital project which would fund up to £5k towards archaeology interpretation on the estate. Two universities have expressed an interest and Carolyn will follow that up on her return. Carolyn has also applied to the Heritage Lottery Fund for 10k towards interpretation

panels for *Talla na Mara*. In addition, she has submitted an application to the **Year of Coasts and Water** which would involve a series of events taking place next year (2020) in celebration of that “Year”.

**Community Land Scotland:** - Carolyn is hoping to arrange a Ceilidh for 16 August but is waiting for CLS to confirm support for that.

***Process Improvement Officer (Appendix 4):***

Linda reported on behalf of Kyle that he has begun his work as a ScotGrad Placement. He is going to install a new Dropbox filing system to make it more user friendly. He is also making enquiries for recovering Crofting Records that we don't have. We are still needing the Historical records from the Department and it was suggested that a request be put in for these through Alasdair Allan MSP.

*(Dougie Ferguson arrived 6.25pm) Agreed to switch meeting back to 6.30pm*

7. **Harris Forum:** Neil Campbell had previously emailed details about the Harris Forum. There had been suggestions about a Voluntary Tourism Levy. Grant Fulton was going to look at it.
8. **Health and Safety:** It had been reported that there had been more than one near miss with children from the houses riding straight out in front of cars. Also, a child had fallen off their bike down by the site and O'Mac are going to raise it with HHP about all the children who are playing down by the site. A letter is to go out to all the Pairc Niseaboist residents telling them of the incidents and reminding them that the safety of their own children is primarily the responsibility of the householders.
9. **AOCB: National Islands Plan Consultation:** – Those not in attendance at the Consultation have been asked to submit their views via the online survey <https://consult.gov.scot/agriculture-and-rural-communities/national-islands-plan/consultation/subpage.2016-07-07.1474135251/>.
10. **Café:** The Machair Kitchen intend to close from mid-October for the whole winter. It was discussed whether some kind of provision should be made to provide a café. It was agreed to potentially operate something over the winter with the possibility of employing someone for a couple of hours over lunchtime. The Directors agreed to buy an automatic coffee machine.
11. **Staffing:** The staffing situation was discussed. By the end of October both Kyle and Carolyn will have left and Linda and Deborah will be in need of more support in the office. The possibility of appointing a Development Officer was discussed and it was

agreed to investigate this. Linda and Deborah left the meeting for the Directors to discuss other aspects of the staffing situation.

12. **Close:** The Meeting finished at 7.30pm.

13. **Next Meeting:** 20<sup>th</sup> August 2019

**Proposed dates for 2019**

**17<sup>th</sup> September**

**29<sup>th</sup> October** (perhaps omit?)

**19<sup>th</sup> November**

**17<sup>th</sup> December**