

MINUTES – DIRECTOR’S MEETING 21st FEBRUARY 2017

1. **Attendance:**

Present: Neil MacDonald, Norman Iain Mackay, George Macleod, Roddy Macdonald, Finlay Maclellan, Richard Maclellan, Murdo Mackay (Chairman), Anna Helfrich (Centre and Events Manager), Lisa MacDonald (Development Officer), Duncan MacPherson (Commercial Development Manager) and Linda Armstrong (Administrator).

Apologies: Neil Campbell, Rhoda MacDonald and Dougie Ferguson.

2. **Declaration of Interest:**

Anna Helfrich expressed an interest as the wife of one of the plumbers asked for a quote for work at the Old Seilebost School. She stepped out of the meeting whilst it was discussed.

3. **Approval of Minutes 24th January 2017**

The minutes were approved.

4. **Financial**

Monthly WHT report for January was presented (see Appendix 1) and was duly noted.

Commercial Development Manager’s Report

The report was duly noted (see Appendix 2).

- **Glean Dubhlinn Hydro Scheme**

Following a temporary fix to the coanda screen, there has been an improvement in performance. A replacement screen will be manufactured in March.

- **Pairc Niseaboist – Community Building**

Mechanical heat recovery system: it has transpired that Ron’s electricians are not responsible for wiring up the fans for the mechanical heat recovery system. This should have been done by the mechanical contractor. Waiting on a response for date of installation.

BT: the telephone line to Talla na Mara should have been installed yesterday (20/02). BT have now said that there is no line in the exchange for us to tap in to. Phone calls are being diverted to Anna’s mobile, however phone reception at the centre is poor. It was suggested that a SureSignal be purchased to improve service.

Sound proofing: The tenant of Unit 2 has expressed concern at the level of noise that can be heard through the wall from Unit 3. Waiting on response from John Murray and Co as to what soundproofing measures were installed. If no solution can be found, the Directors agreed that the tenant of Unit 2 would not be held to their lease if they found the conditions to be unsuitable.

WHT Office: the sliding glass panel looking into the office will need to be replaced as it provides no privacy/security. Rural Design have been asked to recommend a company who can provide a sealed unit.

Cleaning: A thorough clean of the building has not yet taken place despite being a condition of the contract. John Murray and Co to be given the opportunity to rectify the issue. Isle of Harris Cleaners have provided a quote for the work. The Director's approved the use of Isle of Harris Cleaners.

Final Bill: On receipt of the completion certificate, the 2.5% of the entire build cost retained became payable. The Trust intends to make a claim to John Murray and Co for the delay in completing the building.

Centre and Events Manager's Report

The report was duly noted (see Appendix 3).

- **Restaurant**

The restaurant has not yet signed their lease despite moving into the centre.

Security of bar: concern was expressed for the security of the bar when not in use by the restaurant. Anna to ask the restaurant tenant what they intend to do re. security.

- **Highland Wedding Show**

The Directors granted approval for Anna to attend the Highland Wedding Show which takes place on the 17th of September.

- **Cleaning/Handyman**

An expression of interest has been received for the cleaner/handyman position at Talla na Mara. Anna to draft a job description, approximately 2-3hrs per day. The Directors approved the purchase of a Rotowash floor cleaner.

- **Merchandise**

Buth Bheag – minimum order amount £300. The Directors approved an order.

- **Opening Ceremony**

The opening ceremony was discussed. It was suggested that the most successful openers are often connected to the area and that the event must appeal to locals.

- **Harris Locality Planning Group**

It was agreed that Anna's future attendance to meetings of the group was not necessary as not relevant to her work. It was suggested that a representative from West Harris be found.

Development Officer's Report

The report was duly noted (see Appendix 4).

- **Seilebost School**

Campervans: the potential for creating toilet and shower facilities was discussed. If classrooms were locked and access gained via the rear of the building, the two single toilet cubicles could be altered to provide one shower and one toilet. Two quotes have been requested for the installation of a shower. Given that it is hoped the building will be fully renovated in 2018, the question was asked whether it is worth the expense to upgrade the facilities for one year. It was decided to wait for quotes to be received before making a decision.

Leader application: Lisa has been advised that the inclusion of camping pods may be detrimental to the success of the application given the recent success of an application for wigwams in Scarista. It was agreed that the application should focus on the remodel of the school, and to possibly reapply in the autumn for camping pods when a review of accommodation gaps on the Hebridean Way is complete.

Potential tenants: A couple of enquiries have been received from potential tenants. There is the potential to let space on a flexible basis prior to any renovation work. It was suggested that one of the classrooms could be used for an artist in residence, for which there is potential funding from An Lanntair.

5. AOCB

Local control of foreshore and Crown Estate Consultation: Duncan has not yet had time to respond. Response to be circulated to directors.

Consultation on Local Development Plan (response by 10/03/2017): Duncan has not yet had time to respond. Response to be circulated to directors.

Local Housing Strategy Consultation (response by 10/03/2017): Duncan has not yet had time to respond. Response to be circulated to directors.

De-crofting house and cottage sites – Rhoda Campbell: notification to landlord.

JMT work party 24/04/2017: Directors were asked for potential projects. It was suggested that they return to the golf course to plant more marram grass and also continue to improve dry stone walls in the area. Stone will need to be brought in and adequate signage in place.

This item has been removed for confidentiality reasons

Donation: A very generous donation of £1000 has been made to the Trust by Lewis and Violet Smith (the family who previously owned Smiths Shoe Shop – Stornoway). The Directors wish to express their thanks to the Smith family.

6. Date of Next Meeting: Tuesday 21st March 2017 at 7.30pm at Talla na Mara.

Diary Dates for future meetings:

- April 18th
- May 16th
- June 20th

- August 15th
- September 19th
- October 10th
- November 14th
- December 12th