

MINUTES – DIRECTOR’S MEETING 20th November 2018

1. Attendance

Present: Neil Campbell (Secretary), Diana Calvert, Dougie Ferguson, Neil MacDonald, Rhoda MacDonald, George Macleod, Finlay MacLennan, Richard MacLennan, Linda Armstrong (Commercial Manager), Carolyn Cluness (Community Engagement Officer) and Deborah Coghill (Administrator)

Apologies: Murdo Mackay (Chairman), Roddy MacDonald (Vice Chairman), Chris Loye, Norman Iain Mackay, and Angus MacLennan (Facilities Manager)

Chairman: Neil Campbell appointed Chairman *pro tem*.

2. Declaration of Interest:

No Declaration of Interests.

3. Minutes 30th October 2018: Approved by Rhoda MacDonald and Finlay MacLennan

4. Matter Arising: Defibrillator – It was suggested that it might be a good idea to have a Defibrillator sign at the end of the road indicating where it was. Linda will get in touch with Cameron Morrison in the first instance.

5. Action Points

Snagging – Dougie had a look at the roof and the overlap was not as much as he would have expected. Angus to contact the Architect to see what they think.

Broadband – The cabinet at 12 Seilebost has been put on hold whilst options are looked at to provide a service to more properties. The Scarista exchange is also being reviewed, with the hope that more properties will be served.

Affordable Housing - Trial pits were dug today (20th November).

6. Updates (Appendix 1):

Financial – Report noted. Cash flow projections were presented.

Commercial Manager’s Report (Appendix 2):

Scarista Turbine: Linda hopes to have a call with SIS next week to discuss either a restructuring of the loan or a payment holiday. The turbine is not expected to be fixed until into the New Year.

Business Space: The Blakes have issued notice from Seilebost School (20 December 2018) and from the Unit at Talla na Mara (20 February 2019). The meeting decided that a short term lease (six months) be offered to a new tenant for the school. Two options for the TnM Unit were suggested: either to rent out the Unit again or to look at using one of the units for toilets and showers for the new hook-ups. Linda is going to speak to the tenants in Units 1 and 4 and see if they would be open to the possibility of moving.

Community Trust Meeting: Linda reported on a very successful meeting that took place at TnM today (20th November), of the Community Trusts in the Western Isles. It was decided that there were lots of ways that the Trusts could share resources (training, HR, etc) thereby saving them all time and money. A shared voice would also be a good idea on wider issues. It was agreed that HIE would be asked if they would consider making available advice on forming such a group through their new funding framework.

Also discussed was the Peatlands Project which has capital funding to improve peat bogs. Further information to be forwarded to grazings committees once received.

Facilities Manager's Report (Appendix 3):

Fire & Risk Assessment: The meeting looked at the points raised by the H&S Assessment and discussed the points following:

- Point No.(2)** Get the Architect to comment on this. The Building Warrant did not ask about it, so was it necessary?
- Point No.(5)** Pole for canisters to test smoke detectors
- Point No.(7)** Investigate the cost of automatic fixed suppression systems
- Point No.(14)** Annual in-house training
- Point No.(16)** Move sign and change

Angus to double check that the doors open when there is a power cut and the Directors thought that Monday (26th) when Barnies were across fitting the generator (and there would be a pre-planned Power Cut) would be a good opportunity. Angus also to look into the costs for an automatic alarm to go off with *Faire* should the fire alarms at TnM be triggered.

Community Engagement Officer's Report (Appendix 4):

Carolyn Cluness was welcomed to the meeting by Neil and the Directors introduced themselves.

It was suggested that an exhibition and talk/presentation from the 2010 archaeological dig carried out by Kevin Colls of Birmingham University take place before Easter.

PolyCrubs: After some discussion it was agreed to gauge community demand for this project through the community survey, but perhaps those who were interested could make use of lazy beds to ascertain interest before a capital investment.

Survey: The Directors would like to see a copy of the Draft Survey for the next meeting on 18 December

Coastal 2020 Funding: Potential for this is huge, including Art Exhibition for children and beach clean ups

Harris Forum Report: No Update. Next Harris Forum meeting is on 4 December 2018

7. **Health and Safety**

As above. The Directors approved what was in place so far but this needs to be signed and updated regularly. The Employees Handbook still needs some revisions. All of the policies are in a state of ongoing process.

8. **AOCB**

Broadband: The Callanish Centre took part in the summer of a trial of free WiFi for visitors. This proved to be very successful and HIE and WI Tourism wish to roll this out to further tourist attractions. TnM may be one of those being considered.

Erosion: Finlay raised a question about what the Trust were going to do about the erosion below his croft in Seilebost. He has spoken to SNH and they said to speak to SEPA who told him to speak to the landlord. Linda will try and find out who is responsible for tackling this problem.

Robert Nairn Ceilidh: It was agreed that this was a very successful evening, but the only money that the Trust made on the event was on the raffle. Some thought the tickets were cheap but others thought it was just right! It was decided that in future it is best to restrict numbers at future Ceilidhs to 70 people.

9. **Close:** The Meeting finished at 7.55pm

Next Meeting: 18th December 2018

Proposed dates for 2019

22nd January

19th February

19th March

16th April

21st May

18th June

20th August

17th September

29th October (perhaps omit?)

19th November

17th December