

MINUTES – DIRECTOR’S MEETING 30th October 2018

1. Attendance

Present: Murdo Mackay (Chairman), Roddy MacDonald (Vice Chairman), Neil Campbell (Secretary), Diana Calvert, Dougie Ferguson, Neil MacDonald (arrived 6.53pm), Rhoda MacDonald, Finlay MacLennan, Andrew Scargill (NFU, Health & Safety Consultant), Linda Armstrong (Commercial Manager) and Deborah Coghill (Administrator)

Apologies: Chris Loye, Norman Iain Mackay, George Macleod, Richard MacLennan and Angus MacLennan (Facilities Manager)

2. **Health & Safety:** Murdo welcomed Andrew Scargill, NFU’s Health and Safety Consultant to the meeting and invited him to address the Directors. Andrew explained that since 2015 H&S has changed beyond recognition with the introduction of the Corporate Manslaughter Legislation. He told the Directors that as a Charity the burden of proof rests with the Trust to show they have been trying to meet their H&S responsibilities. Andrew gave a couple of case studies of how the new legislation has been used against a business and a charity already. Murdo thanked Andrew for his brief talk and Andrew left the meeting. Murdo has agreed to act as the person with responsibility for H&S within the Trust in the first instance until such a time as Dougie is in a position to take over.

3. Declaration of Interest:

Rhoda MacDonald made a Declaration of Interest regarding Seilebost School.

4. **Minutes 25th September 2018-** Approved by Murdo Mackay and Dougie Ferguson

5. **Matter Arising:** Linda was asked to investigate a winch for the Marquee and an SRC Certificate needs to be obtained for longer than 28 days for which the current certificate allows the structure to remain in place.

House Tenants – Sewerage Invoices are still outstanding. This was discussed and again agreed that it was a fair charge. No further action will be taken for now, until Linda hears back from HHP.

6. Action Points

Seilebost School – (Rhoda left the room at 7.15pm): The Porteous’s have suggested that the School could be made into a 16 bed Bunkhouse and the cost would not be as high as it was when previously looked into by Lisa MacDonald some years ago. After discussion it was agreed that Linda would speak to Rhoda, who would be the person most directly affected by any decision. Linda would also speak to Finlay, Dougie and the Grazings Committee to ascertain their opinions. (Rhoda returned to the room at 7.20pm)

Cockle Fishing – It was agreed that Murdo, Neil C and Linda would arrange to meet with Iain Leitch (cockle fisher) on Tuesday 6th November at 9.30am. Murdo in the meantime would try and follow up discussions with Duncan MacInnes (Fisheries)

regarding stopping the night time fishing and ensuring of the mid-week break was maintained.

Broadband – It was agreed to get Satellite for broadband for the office and for the current Heb Net system to be available to Centre users and hookup users.

Affordable Housing: Suggested housing was 2 detached houses for Horgabost and Semi-detached housing for Luskentyre.

Bench – A plaque has been ordered and the bench has been pre-ordered from Maybury Gardens for delivery in the Spring.

ScotGrad – Carolyn Cluness to start on Monday 5 November.

Pontoon: It was agreed that the pontoon should be offered to The Isle of Harris Marina, Tarbert where it will be used for community benefit.

Office Door: If the missing key for Office does not turn up then the lock will have to be changed.

Add: Hydro-Road Maintenance

7. Updates (*Appendix 1*):

Financial – Report noted. Cash flow projections were presented.

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

Events: *Robert Nairn Celidh* – Volunteers – Dougie , Neil C, Roddy and Murdo

Christmas Family Day – Neil MacDonald has agreed to be Santa

Games Afternoon – Is going well with 9 people attending the first one and 10 going to the second one.

Porteous Plot: They have now submitted their planning permission to CnES

Suzanne: Directors agreed to extend her contract by a month so that she is able to complete the tasks that she is in the middle of doing.

First Aid Training: Staff to have training. Directors who already have their First Aid Training are Murdo, Neil C and Rhoda

Horgabost & Seilebost Grazings: Happy with the amended plan for 13 Seilebost's apportionment.

Defibrillator: A request has come in from Cammy Morrison that the Trust take on the costs of running the defibrillator. These would be a cost of £50 every two years for replacement pads, a new battery costing £200 approximately every four years and carrying out a weekly check. The Directors agreed to this.

Facilities Manager's Report (*Appendix 3*):

Snagging: Heating still a concern and CC North will need to come back. The Directors wondered if the heating controls could be accessed via the computer, whether CC North could look at the heating problem remotely?

Harris Forum: No Update

8. **Health and Safety**

As above

9. **AOCB**

Scarista Turbine: Linda has asked Harbon for an Engineer's Report for the Insurance and has been told that they will get back to her.

Hydro: Insurance companies trying to sort out who is responsible for what and Linda is waiting to hear back from them once this has been resolved.

There is some good dry-stone available for those who wish to purchase it for dry-stone dyking.

10. **Close:** The Meeting finished at 8:00pm

Next Meeting: 20th November 2018