

# 235<sup>th</sup> Meeting of the Board of Trustees of Sleat Community Trust

**On:** Monday 25<sup>th</sup> of November 2024

**In:** Board Room

**At:** 18.00pm

## MINUTES

### 1. Attendance, Apologies, and absences:

Ade Stokes AS, Ruud van Ruitenbeek (SCTCL Chair) RvR, Paddy McKay PM (as acting chair), Eilidh Grant EG, Chris Pendlebury (SRL Chair) CJP

Teams: Myrielle Macleod MML (admin), Audrey (DTAS)

Apologies :

Ruairidh Morrison RM, Domhnall Angaidh MacLennan (SMO) DAM, Andy Williamson (SCC) AW, Garry Noakes GN, Flora MacLean (FM)

### 2. Items for AOB:

a.) Hydro Donations PM

b.) SCT Leaflet

c.) Membership List

### 3. Declarations of Interest:

PM for Sleat Hydro.

MML for shop (supplier).

### 4. DTAS – Governance and Finance Review:

Audrey from DTAS joined via Teams.

After a short introduction from the board to Audrey and Audrey to the Board the purpose of the meeting was declared. DTAS has been invited to help to facilitate strategic review for SCT.

This first step was an online session to go through a questionnaire about our governance and finance oversight that then produces a scorecard and comments against current performance. The objective is to for the Board to reflect on the results and identify shortcomings. This will help to inform the next stage of the exercise, which will be a half day face-to-face session with DTAS, which is proposed to take place after the AGM.

Board members who were unable to attend the session are invited to review the results, which will be sent to SCT by DTAS in the coming days.

It was also proposed that the SCTCL and SRL Boards undertake the same exercise. DTAS will provide the template to enable this.

Audrey left the meeting at 19:30.

#### 5. Minutes of last meeting, matters arising:

Not discussed due to lack of time. This will be dealt with during the next meeting on 16/12/24.

#### 6. Finances:

There has been no update on this.

#### 6. SCTCL (Trading) Update (RvR):

RvR gave a short update. Things are running as expected. The recently won Sustainability Award had loads of positive reactions and has helped with motivation for the staff. The SCT board wanted to acknowledge and congratulate the Shop Team as well as the volunteers and everyone involved. RvR confirmed that the shop will be taking part in other awards next year. FM updated the board prior to the meeting to say the awning for the shop has now been measured and she is awaiting a quote.

#### 7. SRL Update (CJP):

CJP gave a short update. The SRL board meeting has been delayed to Friday 6<sup>th</sup> of December. To be discussed in this will be the Future of Tormore. With SRL as a business diminishing, the idea is to have SRL just dealing with Woodfuel and create a Tormore Forest Management group.

Also to be discussed will be a recent complaint from An Crubh about wood chip quality. CJP is awaiting replies from the board about this and then a formal reply needs to be formulated.

#### 8. Staffing: General Update:

No update.

#### 9. SCT Chair: Strategy, governance, and management (AW):

The AGM will be the most pressing thing, and it was decided to hold this at the End of January, possibly the last week in January with Thursday the preference and Tuesday the second preference. The strategic review will need to be split in two and a holding statement can be released at the AGM.

The logistics for the AGM need to also be taken into account in regard to the venue. Archie also needs to be approached for help.

**Action Point: check venue availability with SMO**

**EG**

**Action Point: check with Archie about availability**

**MML**

The attendance of the accountant will need to be confirmed.

**Action Point: speak to accountants about taking part in the AGM**

**MML**

MML mentioned that the accounts need to be done before the end of the year. For this, a risk register, and Trustee report need to be updated. For this, MML has asked the board for help. As the risk register involves a lot of work it needs to be checked with the accountants if this needs to be done by the end of the year or not.

**Action Point: contact accountants and ask about Risk Register and when it needs to be done by MML**

A small working group consisting of PM, AS, CJP, RvR and MML is being set up to review the Trustee report and the first meeting will be held Wednesday, 27<sup>th</sup> of November at 3pm.

10. CRF2165: Playpark Report (AW):

There is no update for this.

11. AOB – from items given in 2 above:

a.) Hydro Donations (PM):

PM asked MML to provide an update and overview of how the donated Hydro Money has been spent so far.

**Action Point: send update on Hydro Funds to Hydro Board via AS**

**MML**

b.) SCT Leaflet:

The SCT leaflet is being worked on, and Duncan has put the information given by MML into format. The finished leaflet should be ready for distribution before the AGM. Some details on this need changing to make it less detailed and more generic for future uses.

c.) Membership List:

MML is currently working on updating the membership list and has had several replies to the emails about updating addresses etc. Trust Members that have left the area will be removed from the register.

**The meeting finished at 20:08 pm. The next meeting is on Monday, 16<sup>th</sup> of December in the Board Room.**

**All other points of the minutes will be carried forward to this.**