

246th Meeting of the Board of Trustees of Sleat Community Trust

On: Monday 27th of October

In: Board Room & via [Teams](#)

MINUTES

1. Attendance

- a. Duncan MacInnes DMI, Ciorstan Howarth CH, Ruud van Ruitenbeek RvR (SCTCL Chair), Andy Williamson AW (chairing the meeting), Garry Noakes GN (SRL), Ade Stokes AS
- b. Teams: Eilidh Grant EG, Myrielle Macleod MML (Admin), John MacDonald JMD
- c. Apologies: Gillian Munro GM (SMO), Donald MacDonald DMD (SCT Chair), Paddy McKay PM
- d. The board is quorate.

2. Items for AOB

- a.) Tormore Volunteers (DMI)

3. Declarations of interest

- a. AW, DMI Sleat Community Council
- b. CH, MML for Shop

4. Minutes of the last meeting, matters arising

- a. Proposed: GN, Seconded RvR
- b. See action items below

5. Finance

AS updated the board on the latest Finance Report which was circulated ahead of the meeting. Even though this is an End of Quarter Report only the main points were discussed due to a long agenda.

The income and expenditure for SCT in the forecast have been slightly off due to the Insurance Direct Debit and the EV Grant coming in and out at other times than forecast. This will be remedied by October. There has also been an outgoing and income for the Playpark Grant. The Garage Insurance money has been recovered. SCT Bank Status remains Amber as Bank Balance due to fall below reserve limit of £20k in Q4 2025 as predicted. However, there will be a transfer of money from SCTCL coming in on recommendation from the accountants.

SCTCL has had a £32k difference to the forecast which is only a small variance considering the turnover. The actuals in the bank balance forecast, however, are amplified even by small variances in turnover. Some discrepancies are due to the

ordering of more goods for the lost goods for the fridges and freezers during the Storm. There is also now a significant amount of money in the Savings account which now includes £5,000 from Skyenet.

There has not been much change to the SRL forecast and the forecast itself has been done before the transitioning of SRL which is still in process. The Income in September has been higher than the outgoings and the sale of the blower has also increased the income by £6,000 (including VAT) in October. However, money from this will have to be paid back to HIE for the grant recovery.

SRL owes £15,000 to SCT plus the accrued MOU payments. Once the money from felling is in this can be recouped however a steady income for SCT will be required to replace the ceasing MOU payments from SRL.

6. Potential Registration of Interest in CDLT land outwith current sale

JMD updated the board about possible areas that were clarified and boundaries that were looked at. To show an indication of the Trust wanting to take over some land it is required to submit a possible use and budget plan. AW suggested to use some information from the DTAS proposal for this. JMD and AW to meet up about this. For submitting the initial registration, it is also required that 10% of the Sleat population sign their name on a petition. This could be done at the AGM.

7. SRL (Renewables): General update

GN updated the board.

The last meeting of SRL was postponed due to the board not being quorate. The blower has now been sold. The LTFP is still in process. There has been no real update at this time. GN to get politicians involved in the process to speed this up. GN to update SCT board about LTFP progress ahead of next meeting.

Matt Adams Wood-fuel business is now up and running. There has not been much income yet for SRL from Tormore logs, but this should increase soon.

There is still an audit ongoing to obtain the FSC Certificate which will make the wood price better if this is to be sold after the felling.

8. SCTCL (Trading): General update

RvR updated the board on the recent developments for Trading.

There is nothing to report for Visit Sleat.

For Skyenet, there have been lots of outages due to the storms. There are batteries in place, but they only last a few hours so are not good for longer power cuts. Going forward Skyenet is investing in some new and better batteries that will last longer.

Everyone's internet was down in general due to the storm affecting the phone lines.

Calum is having issues with the provider Hubs as they make it more difficult for him to fix problems. Calum will write a draft letter to Hubs that the SCTCL board will write to Hubs to ask for access to their network. If that is not possible, the board will ask

for read only access. Luckily for Skyenet, most issues can be resolved by Calum as quick as possible, and the customers are very understanding.

Everything is going well in the shop. The fruit and vegetables promotion will be finishing this week, and it has been a success. The supplier Williamson has financed this promotion.

The turnover is going down as expected during this time of year.

There are new staff members bringing the total to 15 part time staff members. Some new members are not on regular hours though but are available as and when needed.

The shop overall is seen as a good employer as there was a high level of applicants for the jobs. All new staff are settling in well and are keen to learn the Post office.

The insurance claims for August and October are in the process and the figures for these are nearly finished. As well as claiming stock a claim can also be made for extra staffing, admin time spent on the claim and loss of business. The premium for the insurance for this cover will increase next year however if the purchase of a generator is successful this cover will not be needed.

9. Strategy, governance and management

a.) Skills Review: nothing to discuss this meeting

b.) Risk Register

A meeting needs to be held for this separately as it is a requirement for the audit. 2 people of each board need to be assigned to this, and the first meeting should be held before the AGM and next board meeting. MML to send another email and chase people up. PM, AS and AW have already volunteered for SCT and RvR volunteered for Trading.

c.) Local Action Plan

AW sent out details about this to inform the board. All Actions mentioned in the Plan have come from the Local Place Plan.

d.) Gaelic Policy Review: nothing to discuss this meeting

e.) AGM November 2025

A subgroup is needed again for the AGM. MML to set up. AW and AS already agreed to join this.

It was discussed where to have the AGM, and it was agreed that TDC in SMO would still be the best option for this as at least 48 members of the Trust need to take part in the AGM. Set up should be with rows of chairs but closer to the front and closer together. Microphone should be handed out to everyone that is speaking, and VC kit will be required as Accountant joining online. MML to bring laptop and headphones to make sure Accountant can be heard by her and Minutes are accurately written.

An urn will be needed for tea and coffee and AS will ask Jo Stokes for help with the food and drink.

The Letter of Concern from SCT has been written by AS and the Accountants as well as the board are happy with this.

The Trustee Reports for all 3 entities need to be done before the AGM. MML to circulate the last AGM minutes to all.

To update the poster and to encourage Proxy Votes, the SCT website will need to be updated for 2025. MML to speak to PM about this. Once this is done, Posters and invites to the AGM can be circulated.

AS will go through the Articles of Association again prior to the AGM and highlight who needs to step down and how many positions are open for new Trustees. AS also reminded the board that there is space for a non-Trustee Treasurer to join.

JMD left the meeting at 18:30.

10. Projects/Funding

a.) DTAS SCP funding for CDO

AW updated the board on the application for funding with DTAS Strength in Communities Programme to employ a Community Development Officer. A draft of the application was circulated ahead of the meeting. All present agreed to go ahead with the funding proposal and AW will submit this by the end of this week.

11. Plot C Sale

MML spoke to Remax and they advised that a Planning in principle would be advantageous for the sale of the plot as it would make it more attractive. To get a new PIP the board can use the old planning information such as maps. MML to find old planning application documents. MML will then speak to JMD about putting the PIP back in with the council with the hope of having the plot on the market by spring.

12. SNG Website

AS asked on behalf of SNG if the board is happy for SNG to set up their own website. The board agreed to this however they asked for having a mention on the SNG website about their connection to the Trust. Once this website is up and running the Trust website can be updated to reflect this.

13. Ade Update

AS updated the board that he will be stepping down as SCT director at the AGM. AS will however continue to the finance reports up until the end of the financial year and until someone has taken over that role. AS will continue to be part of the SRL board until the end of the financial year.

14. AOB

a.) Tormore Volunteers

DMI made a shout out with a deadline for the next Newsletter to obtain pictures and stories but there has been no reply.

This week, 8 volunteers from Radical Travel will arrive to help out with work at Tormore Forest. These volunteers have recently been nominated for an award. Calum brought over trees from Glenelg which will partly be planted by the volunteers. The volunteers will also help with clearing the Aird Footpath.

DMI informed the board about some new ways to keep trees from being eaten by deer which include applying lanolin to the trees and planting trees in small patches of woodland surrounded by fences.

The meeting concluded at 18:52 pm and the next meeting is on Monday, 24th of November in the Boardroom.

ACTION ITEMS

	ACTION POINT	RESPONSIBLE	OUTCOME
1	Put up proposition for transitioning from Dropbox to Sharepoint and general IT strategy	PM	In process
2	Speak to VOLTSHARE to transition white charger over to them	MML	In process
3	Identify CDLT land outwith sales and register interest	JMD	In process
4	Check if Ardvasar Hall is free for public meeting about TMG on 8 th of November	DMI	Date change, Carry forward
5	Go ahead with amending or getting new Shop sign and show to Trust	RvR, PM	Carry Forward
6	Get SCT Offices sign	RvR, PM	Carry forward
7	Contact SSE about fund for Generator	RvR	In process
8	Follow up with Octopus energy about EV Charger Rate and Hydro Peer to Peer use	RvR	Carry Forward
9	Bring forward amended Gaelic policy to review	GM	Carry Forward
10	Bring forward Old Pier proposal	DMD	Carry Forward
11	Meet up and discuss initial registration of CDLT Land	AW, JMD	
12	Get petition for initial registration to AGM to be signed by 10% of population	JMD	
13	Get politicians involved to speed up LTFP progress	GN	
14	Update SCT board about LTFP progress before next meeting	GN	
15	Organise Risk Register Committee Meeting before next Board meeting and AGM	MML	
16	Set up AGM sub group	MML	
17	Contact SMO and set up room requirements	MML	
18	Bring laptop and headphones for AGM	MML	
19	Speak to Jo Stokes about Food and drinks at AGM	AS	
20	Get Trustee Reports done	All Boards	

21	Circulate last year's AGM minutes	MML	
22	Get SCT Website updated for nominations and proxy votes for 2025	MML to speak to PM	
23	Circulate Posters for AGM and send out invites	MML	
24	Check Articles of Association before AGM	AS	
25	Find old PIP application documents	MML	
26	Speak to JMD about obtaining PIP for Plot C	MML	