

248th Meeting of the Board of Trustees of Sleat Community Trust

On: Monday 15th of December

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

MINUTES

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

2. Items for AOB:
 - a.) Old Pier
 - b.) Volunteering
 - c.) Highland & Islands Climate Hub
 - d.) Tormore Plot
 - e.) Plot C
 - f.) Press Release

3. Declarations of interest:
 - a. AW, DMI Sleat Community Council
 - b. MML, DMI for Shop
 - c. PM for Hydro

4. Minutes of the last meeting, matters arising:
 - a. Proposed: AW, Seconded GN
 - b. See action items below

5. Finance (AS):

AS circulated the latest Cashflow Report ahead of the meeting but was not at the meeting. Nothing was discussed.

 - a.) Formal Sign Off Accounts 2024/2025:

The Accounts were signed off and are ready to be send off.
 - b.) AGM Communication Sign Off/Change next SCT meeting date:

All present were happy with the previously circulated AGM Agenda, Email Draft and Poster. MML to proceed with sending this out via email and DMI will send reminder via Mailchimp.

6. SRL (Renewables): General update

GN updated the board.

The last SRL meeting was held on Friday and there was a brief discussion about the Tormore Management Group and the structuring of this.

The Trailer Agreement is ready to be signed by Matt Adams.

The HOT is still being converted so is ongoing.

The Tormore Certification Audit is still outstanding as there are blockers for the board due to all the new requirements. GN to write to Phil Webb and see if SRL can proceed with certification without these outstanding requirements.

The Long Term Forest Plan was discussed with Susan Jones and there are a few things outstanding for this such as harvesting and replanting information.

The Deer Management Plan has been signed off.

Overall, the progress for the Long Term Forest Plan has moved on better now and it is on the local Politicians radar as GN has been in contact with them.

GN cleared up a misunderstanding he had in regard to the felling of wood with the Sea Eagle Zone and it was clarified that timber out with the exclusion zone can be harvested anytime of the year.

GN informed the board that he will be chairing the upcoming SRL meetings however SRL still has no official chair.

DMI informed the board about the recent trip he and his wife took to be at the Scotland's Finest Wood Award.

Tormore Forest was placed first in the small community woods section and came second within the larger community woods section.

The Tormore Volunteers are out again on Sunday to repair the polytunnel and plant trees.

7. SCTCL (Trading): General update

RvR updated the board on the recent developments in Trading.

The shop has currently got an advert out on Radio Skye for the Christmas Period.

There has been a plateau in gross turnover in the last few months in the shop. RvR noted that when the forecast for the shop was done it was too generous with the goals. The shop is still profitable however going forward the costs need to be minimised to increase the profit.

The Foyer as well as the Boardroom are being used for local sales and bake sales.

RvR will speak to the Shop Managers about adding the word "community" to the Shop sign.

In the new year the Trading Board will have a meeting with the Shop Managers and then the shop staff to explain the finances.

8. Strategy, governance and management (AW):

a.) Skills Review: nothing to discuss this meeting

b.) Risk Register:

The Risk Register Review Group met on Friday and then Monday to re-assess and review the Risk Register. After this, the document will be tidied up and then send out again to all boards. All boards should be aware of this register, and it needs to be kept updated as it is a living document. It was suggested that the register gets put on the SCT agenda once every quarter. MML to action.

c.) Local Action Plan:

The Sleat Local Place Plan has been registered and signed off by Highland Council. AW thanked John Finlayson and DMI for their involvement with this.

AW will also mention this achievement at the AGM.

d.) Gaelic Policy Review:

EG updated the board on the meeting that was held between EG, GM and CH.

The Gaelic Policy was supposed to be reviewed every 3 years which has not happened. There are some things in the policy that are not being implemented, and GM is reviewing this and will then circulate the amended policy to the board. Some things that need to be changed to being bilingual are signs, the website headings and AGM slides.

PM to send copy of last AGM slides to DM.

9. IT Matters (PM):

The migration to Sharepoint is an ongoing thing and hopefully PM will have more time for this next month.

10. Development (AW):

a.) Old Sleat Road project

The project has been signed off and the first phase which has been funded will start soon however there is no date as of yet as the work will be done by a contractor provided by Highland Council.

b.) Community Ranger Tormore & Tormore Management Group: Nothing to report.

c.) Strengthening Communities Programme update:

Unfortunately, the funding bid was not accepted. AW has asked the funders for a meeting to find out why the bid was rejected and what to change for next time. Another grant will be released in the new year and DTAS is aware of the interest by SCT.

A spreadsheet with project ideas and potential projects needs to be put together where the Development Subgroup can help with. One project to add to this is the generator. For the Development Subgroup it would be advantageous to have someone in this that has skill in looking for funding and matching it up to projects.

11. AOB

a.) Old Pier:

DMD informed the board that there has been no information or update provided in regard to buying the old pier from FEI.

There will also be no update from Clan Donald until the next year.

b.) Volunteering:

PM asked the board on behalf of a friend if there was a space for a 16-year-old student from Germany to volunteer within the Shop/Trust/Forest.

The board agreed that this is currently not possible but a nice idea in theory.

c.) Highlands & Islands Climate Hub:

MML asked the board if they are interested in joining the Highlands & Islands Climate Hub. Membership is free and the Hub offers members the opportunity to apply for funding. All present agreed to join. MML to action.

d.) Tormore Plot:

JMD asked if there has been an update in regard to the plot of land the Rawlinson's wanting to buy. No update currently.

e.) Plot C:

JMD updated the board that Planning in principle for the plot will cost about £1,100 and JMD is working on this. To help with the application, MML to provide a list of how many enquiries there have been for the plot and why they have fallen through.

f.) Press Release:

DMI is writing a Press Release about the Woodland Award with quotes and pictures. DMI to circulate this to the board before sending to WHFP.

This highlighted the need for a Media Comms Policy. MML to check if one in place already.

The meeting concluded at 18:45 pm and the next meeting is on Monday, 26th of January 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	Go ahead with amending or getting new Shop sign and show to Trust	RvR, PM	In process
5	Get SCT Offices sign	RvR, PM	In process
6	Contact SSE about funding for Generator	RvR	In process
7	Follow up with Octopus energy about EV Charger Rate and Hydro Peer to Peer use	RvR	In process
8	Put in PIP application and remove housing burden	JMD	In process
9	Send out AGM invites	MML	DONE
10	write to Phil Webb and see if SRL can proceed with certification without these outstanding requirements	GN	
11	put Risk Register on the SCT agenda once every quarter	MML	DONE
12	send copy of last AGM slides to DM	PM	
13	Join Highlands & Islands Climate Hub	MML	DONE
14	Provide a list of how many plot enquiries there have been and why they have fallen through for JMD		In Process
15	Check for Media Comms Policy	MML	DONE, none available