

**200<sup>th</sup> MINUTES OF BOARD OF TRUSTEES  
of SLEAT COMMUNITY TRUST (SCT)  
Tuesday, 25<sup>th</sup> of January 2022  
7.30pm, via Zoom**

**ATTENDANCE:** Martin MacGillivray (MM) (Chair), Roddy Murray (RM) (Trustee), Eilidh Grant (EG) (Trustee), Andrea Nollent (AN) (Trustee), Polly MacInnes (PM) (Vice Chair), John Duncan MacInnes (JDM) (Trustee), Ruud van Ruitenbeek (RR) (SCTCL Chair), Mike Shucksmith (MS) (Business Development Officer), Ade Stokes (AS) (EAG advisor), Zoe Scott (ZS) (Trust Administrator).

- 1. Apologies:** Ruairidh Morrison (RMN) (Trustee), Dòmhnall Angaidh MacLennan (DAM) (Trustee) and Garry Noakes (GN) (SRL Chair).

**Absent:** Flora MacLean (FM) (Trustee)

- 2. DECLARATIONS OF INTEREST:** MM and RM declared an ongoing interest in Cumhachd Shlèite as they're currently sitting on the Community Benefit Society board.

- 3. MINUTES OF THE LAST MEETING:**

The 199<sup>th</sup> meeting minutes were proposed by MM seconded by AN, approved by the board.

- 4. MATTERS ARISING:**

**Sponsoring Football Team-** MM has been in touch with Nicholas Kelly. The sponsorship money will be paid in two instalments. MM has sent trust logo to Nicholas for the football strip as it looks best.

AN noted that there may be an expectation that SCT may sponsor/continue to sponsor this kind of thing and so we need to make it clear that we may not always be able to do this year after year due to finance. This will be made clear to Nicholas.

- 5. FINANCE:**

**Cashflow:** MS introduced the new cashflow to the board, which shows actuals and forecasted figures. MS has put indicators (notes) into the cells to show why a figure might have taken a drop or a sudden jump to help with interpretation.

This new cashflow shows income and expenditure and includes graphs as a visual way of showing performance, such as a graph comparing costs and income. MS has chosen some areas in trading as Key Performance Indicators, such as costs, income, staffing for further review in the graphical form. He explained any of the elements in the document can be made into graphs to help understanding.

MS would like trustees to be in a position where they feel they can understand the cashflow (actual performance and forecast) and ask questions to fellow boards, keeping well informed on Trust performance and at times wanting more clarification and setting targets.

MS will maintain this cashflow document every month. MS asked the board if the new model of cashflow document is of use to them and the board said yes and thanked MS for his hard work on the new model.

- 6. COMMUNICATION:**

**Communication Suggestions:** MM asked the board if this might be the last Zoom board meeting. However, the board agreed that it's better to stick to Zoom for now as some trustees are comfortable with face-to-face communication, but some are not.

- 7. MS UPDATE:**

**Plot sales:** PM wondered how well informed the neighbours of Plot C are, MS said that they are very well informed and have been in touch. We need to be a little careful about what we say, but currently the plot is under offer. The board want to make sure they are always kept informed about the plot sale, though the drawings clearly showed another plot next to Plot D. There is a stipulation that they will be consulted on the Planning

Permission application for Plot C as the Highland Council would be obliged to send them the administration as a neighbour.

## 8. BUSINESS STRATEGY:

PM suggested that each board should allocate one of their monthly board meetings to discuss business strategy.

MS has produced and updated the Strategic Business Plan for the Trust and the 3 Service Improvement Plans relating to Sleat Community Trust, Sleat Community Trading Company Limited and Sleat Renewables Limited. These have been shared with the Chairs.

These documents are received well by funders and can really help show that SCT has excellent governance.

MS has also updated the Business Continuity Plan and Emergency Action Plan.

## 9. HEALTH & SAFETY AND POLICIES:

MS has established a series of H&S policies that will help us put safe systems of work into place compliant with HSG65 – Successful Health and Safety Management.

AN has reviewed the Policies and said that they were commendable; it was agreed that we would move forward with these.

Training for SCTCL is to be established and MS waits for more information on that.

MS will also update the Staff Handbook.

## 10. SMO FACILITIES UPDATE

**Campervan Service points:** The Invitation to Tender was responded to, but only 1 builder submitted the full administration. The second tender was seen as excessively cheap and there were concerns that we would not get what we wanted. Further time to submit the full administration by the 2<sup>nd</sup> tenderer was permitted as this would show qualitative information, no response came. The 1 complete tender we have was over £100,000 over the allocated grant from the RTIF and MS met with the builder and our QS to look to savings. Unfortunately, the builder only removed £5k. We do know that the tender includes a waste tank which we may not need, we are waiting on Scottish Water for clarification. MS resubmitted the information to the RTIF and we now wait on the Scottish Govt. response.

**MOVE project:** The current EV project (with the MG) is due to end at the end of Feb. Usage is not generating sufficient income to sustain the franchise after the funded trial ends. MS and DAM to meet with the project leads later in January with hope to extend the trial into better weather and longer days which may well improve usage. The car can be used for non NHS journeys and it is not clear if the community understood that.

## 11. SCTCL (TRADING):

**General update:** Figures were down last month but very good over Christmas, RR said that they display in the foyer would have helped to sell the Christmas goods. The trading board hope that figures will go back up in March as it gets busier. RR will test out the new pump tomorrow, in the hopes it will work and help us get rid of wastewater at the fuel pumps.

**Staff:** The trading board are going to ask an existing member of staff to become a full time and salaried worker.

**H&S:** Mhairi will give Wednesday afternoons to MS so that the staff can be given health and safety training. MS asked from when and this will be confirmed.

**Finance group:** The small finance group will be looking at forecasts for trading on Thursday.

**Skyenet:** Calum sent the trading board a skyenet report. He has dealt with a few support calls this month and he has also improved the network. Skyenet has some new subscribers too.

## 12. SRL (RENEWABLES):

**General update/Lorries:** Pm updated the board on SRL. There have been some uncomfortable reactions from the community about lorries going to Tormore, however there will be no more lorries for now, until the peatland project comes to an end and the timber will need to be transported out of the forest. Repair work to the road has

been carried out by MacQueen's and lots of work has been done at the bothy. MacQueen's have also repaired pen stop pipe.

**Scottish Woodlands Cert:** Megan Parker will be visiting Tormore tomorrow to carry out an audit. She would like to look at peatland and where the planting has failed. This certification is for the renewable heating incentive (RHI), so we need to have the certification for our woodchip.

**Peatland Restoration:** The second phase of peatland restoration will be underway in January. Sixty lorries worth of wood (from peatland restoration) will be transported to Norbord between January-March.

**Timber Trailer/Logs:** The SRL board are taking forward a plan to sell log lengths. Andrew Shone's tractor has broken down to transporting the log lengths has been put on hold until the tractor is fixed.

**Hydro:** The hydro has done phenomenally well during the winter months.

### **13. ENVIRONMENT ADVISORY GROUP:**

The EAG held their most recent meeting on Monday 13<sup>th</sup> December. The next meeting is on Monday 31st January.

#### **Guest Speakers/Talks:**

Bob McMillan gave a talk on 'Skye Birds of Prey' on 13<sup>th</sup> January which was very well attended with 75 people joining from all over. The next talk is scheduled for Thursday 24<sup>th</sup> February by Vanessa Charles and Martin Hynd on underwater research around Skye.

**Tree felling at CDLT:** Some residents have expressed concern to the EAG about the extent of tree felling on CDLT land by the seawall. AS gave an update on this.

**Roadside flailing:** No update on this yet. This action has been carried forward.

**Environmental policy:** The policy is not quite ready to share just yet, but it will be circulated before the next SCT meeting.

**Invasive plant species:** The EAG will be putting plans in place on how they will continue to tackle invasive plant species such as Gunnera and Himalayan Balsam.

Please refer to this month's EAG report for any further details.

### **14. AOB:**

**Garden plans:** Feedback about garden plans to be given to MS by Friday.

**Date of next meeting: Tuesday 22nd of February 2022 at 7.30pm via Zoom.**