

255th Meeting of the Board of Trustees of Sleat Community Trust

On: Monday 27th of July 2026

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

MINUTES

1. Attendance:

- a. In Person: Myrielle Macleod MML (Admin), Ashleigh Airey AA (CDO), Donnally Bettis DB, Paddy McKay PM, Andy Williamson AW, Duncan MacInnes DMI, Donaidh MacDonald DMD (SCT Chair), John MacDonald JMD, Eilidh Grant EG
- b. Apologies: Gillian Munro GM (SMO), Sophia Lockley SL, Garry Noakes GN, Ruud van Ruitenbeek RvR (SCTCL Chair)
- c. The board is quorate.

2. Items for AOB:

- a.) Tormore (AW)

Before the start of the meeting the Board co-opted Donnally Bettis as financial advisor for the Trust.

3. Declarations of interest:

- a. DMI and AW for Sleat Community Council
- b. MML for Shop and Balmacara Community Trust
- c. PM for Hydro, Ferry Group

4. Minutes of the last meeting, matters arising:

- a. Proposed: DMD, Seconded: AW
- b. See action items below

DMD was chairing the meeting.

5. Finance:

DB send out the board pack ahead of the meeting and it was shown on Screen during the meeting and DB guided the board in detail through the different slides.

There is still a mix of amber and red but most noteworthy is SRL changed from red to amber due to the fact that no additional felling licence will be required after approval of the LTFP.

SCT has dropped under the reserve of £20,000.00 and the SCT forecast still includes the WOC from SRL with £100 per month.

The Trading cash net is up despite income being down and the costs are significantly down which is probably mostly due to timing.

The Trading Forecast is still showing a loss but has improved in latest forecast.

SRL has been downgraded to amber, and their net cash has been up which is mostly due to grant money coming in. There was a revenue forecast for log sales, but none have been sold.

DB showed a proposed tracker which would be a central location where 5-10 initiatives that are being worked on can be tracked to give transparency on what it is, the Cash Forecast for the initiative as well as timescales as when the cash is due in. Risks that can negatively impact revenue can also be added to this.

The combined report shows a surplus of cash income over cost which is 12k in actuals vs 9k loss in forecast. Again, this is possibly due to timing differences in the cashflows and needs to be smoothed out.

The consolidated accounts show a big swing vs the forecast. SCT Income and Costs show the office rental as income and the WOC which is not coming in. There is also £1,000 adverse between actuals and forecast for SCT due to insurance catch up and also deferred payments for PAYE and pensions. Another big expense was the office light repair.

As the Cash injection from SRL is not guaranteed and has no fixed date it was suggested to take it out of the cashflow for now as it is giving a wrong sense of security. The information will still be on the tracker instead.

The board highlighted the need to have someone from SRL at the next meeting to give advice and information on possible felling and LTFP approval. This is also very important as the Trustees have a legal responsibility to know what is going on financially.

It was suggested that the fixed forecast would be kept for the start of each year, but it would be good to do a quarterly re-forecast to review all the numbers.

The unrestricted balance for SCT highlights the month-on-month decline in funds. It was decided that the money owed from SRL to SCT and SCTCL to SCT slides do not need to be on the monthly documents but just be kept as a footnote instead unless something changes.

The SCTCL Income vs Cost shows an Income that is up by 6k, and costs are down by 16k, but DB has no visibility as to what is driving this and needs more information and access to figure out the variance. DB to sit down with TP and RvR from Trading to look at forecast and review. DB also highlighted that the margins in the shop seem to be small and that maybe the fuel margins could be raised. This also brought out the question whether the margin calculations are correct and applied correctly as well as whether the VAT application rules are being understood. The goal would be to improve the margins without increasing the costs.

SRL's forecast is behind on income. Some Grants came in for SRL however DB and MML are unsure whether these are grants that come with conditions or donations. It is also not clear what the money will be used for by SRL.

The SRL bank balance forecast has used WOC payments, but these do not show in the actuals.

Overall, DB will need visibility to see what is underpinning these forecasts. DB showed a sample of Xero Report to the board. As there is however no forecast data in the system for now the reports only show the actuals. There are also performance review graphics that cover key metrics, but these are only useful as long as input is usable. Tracking categories can also be used for reporting which is currently not being done. It will be a bit of a labour effort to get Xero up to standard, but it could then be used instead of the Excel forecasts. The Board members need to find out what it is they want to see in the report and then work can start to building it up in Xero. The Finance Subgroup can help with this progress and DB, AA, PM, AW and MML will be part of this. DB also pointed out that there is online training available for free for Xero.

6. Finance Sub-Group Report:

a.) Risk Register Action Points:

PM reported back on the recent Risk Register review meeting which involved Tricia Petri (TP, SCTCL), PM and MML. PM then updated the Risk Register during the meeting.

The top issues that were raised were board meetings not being quorate especially for SRL and also the presence of SRL at the Main Board meeting. This brought up the question of whether the SCT meeting times and days are good for everyone or if these need to be reviewed. The SRL board has developed volunteer fatigue and will need help by SCT going forward. As SRL is a key part to the Trust's short-term finance due to the felling, this needs to be addressed.

Another part that was discussed is the security of the building. The shop entrance key in the lockbox has had the same code for years and should ideally be updated as soon as there is a change in staff. This is even more important with the actual shop door still not being lockable. The minibus lock box will also need to have the code changed.

7. Hydro Benefit Fund Applications:

2 Hydro Benefit Fund Applications had been circulated after the cut off being end of June. EG and JMD discussed these and are happy to go ahead with both applications. GN has not replied to this.

One application is from Armadale Stores to support their blister pack recycling scheme, and the other application is from a person from Kylerhea who is not living in the Sleat boundary however her project does cover Sleat, and this funding is only partial funding.

EG and JMD will draft an email to confirm the approval of going forward with these funding requests and MML will then email them. MML also to check how much money will be left in Funding pot after this.

The next round of Funding ends in October.

8. SCTCL (Trading): General Update:

There was no one available to update the board and the last SCTCL board meeting had been postponed.

9. SRL (Renewables): General update:

There was no one available to update the board and the last SRL board meeting had been postponed.

10. Strategy, governance and management:

AW reported that after a successful recruiting round the Trust now has Ashleigh Airey AA on board as Community Development Officer. AW expressed his thanks to DMD, EG and Di van Ruitenbeek for helping with the recruitment process.

AA is now on week 2 and all set up and already coordinating project ideas and other ideas as well as potential funders.

AA will be in the office mostly on Tuesdays, Wednesdays and Thursdays and if anyone has any ideas or projects, they are welcome to contact her.

AA, AW and MML are also now using the Trello app to consolidate ideas and projects which is within the CDO budget which AA showed to the board.

Any applications for Funding should now go through Ash to make sure all projects and applications are coordinated and the oversight is there. AW and AA to draft email to all boards to inform about this.

11. IT Matters:

AW and PM have met and started to discuss the Dropbox to SharePoint Transfer.

There is a deadline for the Dropbox renewal in 3 weeks' time. This will be an ongoing process.

12. Christmas:

MML enquired if the board was interested in a get together for all staff and boards for Christmas. All present happy to do this again.

MML to enquire about Christmas options with the Stables Café and Ardvasar Hotel and report back to board.

13. Minibus CPO:

MML is still looking to find a provider for back-office support for the Minibus charger. Voltshare who were keen to help recently have now not been getting back in touch.

2 quotes were sent to the board prior to the meeting with Evolt being on the pricy site and Fuuse being better value for money however there is a lot of work involved in setting up the new provider if the Trust went with Fuuse. MML to get back in touch

with them to find out exactly how much work would have to be done to get it up and running.

The question was asked who is paying for the electricity that charges the minibus and also what the Highland Council Agreement says what the quarterly grant should be used for. MML to find out and email Grant Agreement to DB.

14. Plot C – update and options:

JMD provided an update on this.

The Council does not want to give planning permission unless a donation would be made to the Housing Department from the Trust. The council valued the plot as being worth £60,000.00 and insist on a payment of £30,000.00 to their affordable housing scheme. The £30,000.00 that would then be left for the Trust will have to be used to pay legal fees and developer contributions.

Overall, this is too much for the Trust to pay. JMD will contact the local councillor John Finlayson about this and copy in AW so he can mention the Community Councils view to this.

JMD will update the board at the next meeting.

15. An Slèiteach update:

250 Newsletters have been printed and distributed in various places and they seem to be selling.

16. HC Call for Community Ideas:

The Trust wanted to note how well the Sleat Nature Group has done with their South Skye Nature Festival and all the corresponding events.

DMI asked about an email that was sent which included the HC Call for Community Ideas, but the Skye area is not involved in this so no action needs to be taken.

17. AOB- from items given in 2 above

a.) Tormore

AW wanted to highlight with recent fires going on that Tormore is at risk and the Fire Plan for it needs to be reviewed and updated. It was also asked if the Fire Beaters are SCT or SRL responsibility and there is a need to refresh the signage in Tormore which needs to include information on where to find fire beaters etc.

b.) DMI wanted to point out the success of the Woodland at Tormore where things are growing that good that all footpaths are now heavily overgrown, and some paths cannot be found due to this. Ideally someone needs to be hired in the summer to cut back the paths and trails and do maintenance work. A grant for this would be beneficial.

The meeting concluded at 19:19 pm and the next meeting is on Monday, 31st of August 2026 in the Boardroom.

ACTION ITEMS

	ACTION POINT	RESPONSIBLE	OUTCOME
1	Speak to Accountants about keeping old loan from SCT to SCTCL on books or negate against paid MOU/Profits	RvR	
2	Meet with someone from SRL to discuss MOU's after Insurance for SRL discussed	DMD	
3	Speak to Shop Managers about changing code on lockbox	TP (SCTCL)	
4	Change lockbox code for Minibus	MML	
5	Hydro Fund Email MML with decision	EG, JMD	
6	Hydro Fund: email applicants with decision	MML	
7	Hydro Fund: check how much left in pot	MML	
8	Draft Email to all boards about funding request going through Ash	AA, AW	
9	Get in touch with Ardvasar Hotel and Stables Café about Christmas	MML	
10	Get in touch with Fuuse to confirm how much work involved in using them for charger	MML	
11	Check Grant Agreement with HC for Minibus and forward copy to DB	MML	
12	Contact John Finlayson about Plot C	JMD	
13	Upload latest copy of Fire Policy for Tormore to Sharepoint and circulate	MML	
14	Review of Trading Forecast with TP and RvR	DB	
15	Finance Sub group meet up and set up Xero for reporting	Finance Subgroup	
16	Set up next Finance subgroup meeting	MML	