

208th MINUTES OF BOARD OF TRUSTEES

of SLEAT COMMUNITY TRUST (SCT)

Monday, 26th of September 2022

18.00, Boardroom and Zoom

ATTENDANCE: Martin MacGillivray (MM) (Chair), Eilidh Grant (EG) (Trustee), Mike Shucksmith (MS) (Business Development Officer), Sarah Hess (SH) Administrator. Andrea Nollent (AN) (Trustee), Garry Noakes (GN), (SRL Chair), Roddy Murray (RM) (Trustee), Polly MacInnes (PM) (Vice Chair)

1. **Apologies:** Dòmhnall Angaidh MacLennan (DAM) (Trustee), Gordon Matheson (GM) (Asst Business Development Officer), John Duncan MacInnes (JDM) (Trustee), Ruud van Ruitenbeek (RR) (SCTCL Chair), Ade Stokes (AS) (EAG advisor), Flora MacLean (FM) (Trustee), Ruaraidh Morrison (RMN),
2. **DECLARATIONS OF INTEREST:** MM & RM, declared an ongoing interest in the Hydro scheme.
3. **MINUTES OF THE LAST MEETING:**
The 207th meeting minutes were proposed by GN seconded by RM, approved by the board.

MATTERS ARISING:

The date for the AGM is:

- Wednesday 16th November 2022 @ 19.00 – AGM

Being held at the Ardvasar village hall – attendance from all boards would be appreciated.

A fire drill was done in August, but it was received as a test, so a new date for the drill TBC – **Action MS**

4. FINANCE

All accounts up to date and balanced back to SAGE, all invoices have been couriered to Andy Cumming, our accountant, for completion of year end accounts.

Still Mandates from RBS outstanding after completing online. SH going to Portree to discuss in person with the bank on Weds 28 Sept 2022.

Cashflow report MS presented the flow/forecast as August 2022, observations are:

Main Observations:

- SCT Income is inflated as they include the account for the community crowd funder donations (cheques etc.) It will also be used to receive the funds from the Just Giving appeal (ref row 18) and thereafter the donation of all the community funding to the two families. Gordon is running a separate spreadsheet account to monitor the exact financial position for both appeals.

- There is a £727 income also represented in row 18 relating to EAG. This money will be monitored as a sum available to the EAG.
- SCT has the ICF grant award for Q1 relating to GM and MS's posts. This grant award will also fully fund the Caretaker post.
- SCT office costs have increased as we have purchased Drop Box for business. We did receive a refund from them for the previous subscription. The payment is a one off.
- EP's maternity payment has come to an end.
- SRL income has the benefit of 2 Norbord payments from the peatland restoration sale of timber. This is the last income we will receive as the quota for timber sale has been reached. The Peatland account is now going to be settled and we wait on Lochaber Peat / Nature Scot for any values.
- SRL has a VAT refund, but we think some of this must be returned as we have VAT paid to us for the peatland restoration grant and we received the grant with VAT.
- SRL expenditure has increased due to the purchase of the splitter (£6200).
- SCTCL income has broken £100,000 for the first time.
- SCTCL staffing costs are still lower than June too, slight increase (£1400) to July.
- SCTCL supplier costs are £25,000 higher than in July and the highest spend this year (£83,000).
- SCTCL income less expenditure for August is £9500 as net inflow.
- The consolidated bank is £37,000 higher than in July, less the community donations & EAG value of £6577 = £30,423.

Energy Billing:

It has come to light, that SSE have only been giving us estimated electric bills, based on the old smaller premises, since we moved into the new offices and shop.

GS & MS have looked into this and have compiled the attached report. We haven't been on a contract but a variable business rate.

To get a clearer indication on how much we owe, a day/night meter will be installed by SSE. Will negotiate with SSE to get a final account, once we have up to date readings from the meter. Also looking at having two separate meters, one for the shop and one for the offices.

At present we are paying 20% VAT but as a trust we can go down to 5% VAT, but that is the offices only. **GM & MS** to keep the boards updated

5. SMO: Sports Facilities Update

MS reported that the Kilbeg development and the Campervan Service Point works are still delayed due to Scottish Water not adopting the water systems at the College

The surveys being conducted by ATMOS on the proposed sports centre site have restarted.

SMO at Kilmore Campervan service point. Facilities update by MS was done, see below for the bullet points of the presentation. For the full presentation go to drop box.

- The site is being funded by:
- Land Value £74,119
- HIE £80,000
- Rural Tourism Infrastructure Fund £160,000

- Island Infrastructure Fund £109,992
- Total £424,111
- Installation of a campervan service point to include:
 - 8 electric hook-ups
 - 8 overnight parking bays
 - Chemical waste disposal point
 - Grey water waste disposal point
 - Water replenishment point
 - Accessible shower & toilet
 - Second accessible toilet
 - A personal space for each campervan with picnic bench
 - Landscaping

Booking will be via online and through the college.

6. SCTCL (Trading)

Looking to encourage a few more people to join the board. The turnover is healthy at the moment, but the main thing is the energy usage re monitoring/costing.

7. SRL (Renewables)

Average woodchip moisture content is 23.94%. A vast improvement from 37% which was at the beginning of the year. GM and GN still looking into ways to improve ventilation in the shed.

New splitter is operational. Having witnessed its operation myself I can confirm that it is a very useful piece of equipment. Gordon is looking to organise 'Man Shed' type events that will serve the dual purpose of bringing people together and processing wood.

Log deliveries are an issue that needs to be addressed. A long-term solution needs to be sought whilst being mindful of the workload that the SCT staff already have.

Bonfire proposed for the weekend of 5/6th November

There is an issue with the resale of wood left over from the Peatland Restoration. It would appear that we cannot buy the wood at £22/T and the process for our own purposes. NatureScot have stated that any additional revenue would have to be paid back to themselves. **MS** is working to try and resolve the situation.

Night shooting to resume in the coming week

Campervan service point in Tormore – GM did a presentation on the work so far to create the feasibility / viability study.

Looking at recruiting some new directors

There may be some wood becoming available in Waternish and Dungevan side of the island. Action GN

Tarping of logs undertaken on Saturday 24th. MS raised a concern over the tarping of the logs (climbing on stacks and moving logs within the stacks) – a safer option needs to be looked at as we

have a duty of care and responsibility – **Action GN & PM**. The Board has full accountability for Health and Safety with MS being the responsible person.

Chris has been drafting a maintenance schedule for Tormore. Out with board for comment.

Ian Hall did a presentation on the various different cycle paths postponed within the forest along with a 5 & 10 yr proposed plan

Henrik and Polly met with the International Tree Foundation. There is a possibility that other groups will help fund us. Initially they think they can get us 3,000 trees for planting between now and April, then looking helping to replant at the rest of the forest. The feedback has been positive – follow up PM

Polly also met with Laura Hinde from West Highland College, who is running an outdoor activity course which includes a unit on conservation part of an award from the John Muir Trust. Looking at the attendees doing 2 days of helping build the mountain bike trails and 2 days of tree plantation. Coordination through PM

Re the insurance cover – MS to be contacted and action accordingly.

8. EAG REPORT

The Group didn't meet in September due to unavailability of attendees. Next meeting due 11th Oct.

9. AOB

- The Lunch Club has retiring organisers and the Board was asked if it might take over the running of the group. It was determined that the Trust would support the group, but they would need to try and coordinate their own activity.
- Adventure playground was identified as a project for the Action Plan from 01/04/2023 – we need a flat surface; funding shouldn't be a problem. A youth club was also discussed but it was felt it is more for the school and parents to organise with potential financial support from SCT.
- After 1st April the ICF grant application has included projects such as looking at a small Wind turbine again in Tormore. The economics are now more favorable, and the tech has improved for them. (The problem of connector capacity still remains). An Education Hub in Tormore Forest is also to be reconsidered.
- MM has completed the paperwork re revised Articles for OSCR. Sent by post 27/09/22 was tracked and signed for. (We need to submit the existing articles 42 days prior to any changes).
- HR procedures are being looked at. SH to contact DTAS for further information. **Action SH**
- Newsletter was sent out 27/09/22, thanks go to Duncan MacInnes.
- For assisting with recruiting volunteers, it was suggested that maybe DAM could email out to the college students to see if any might be interested - **MS to follow up with DAM**

Meeting closed at 20.00. **Next Meeting Monday 24 October 2022 @18.00** boardroom and zoom available.