

209th MINUTES OF BOARD OF TRUSTEES

of SLEAT COMMUNITY TRUST (SCT)

Monday, 24th of October 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, Roddy Murray (RM) (Trustee), Polly MacInnes (PM) (Vice Chair), Flora MacLean (FM) (Trustee), John Duncan MacInnes (JDM) (Trustee), Ruud van Ruitenbeek (RR) (SCTCL Chair), Dòmhnall Angaidh MacLennan (DAM) (Trustee),

Apologies: Gordon Matheson (GM) (Asst Business Development Officer), Ade Stokes (AS) (EAG advisor)), Ruairaidh Morrison (RMN), Andrea Nollent (AN) (Trustee, Garry Noakes (GN), (SRL Chair)

1. **DECLARATIONS OF INTEREST:** RM & MM, declared an ongoing interest in the Hydro scheme.

2. **MINUTES OF THE LAST MEETING:**

The 208th meeting minutes were proposed by MM seconded by RM, approved by the board.

MATTERS ARISING:

The date for the AGM is:

- Wednesday 16th November 2022 @ 19.00 – AGM
- Need to set up Zoom beforehand to check it works
- We may need extra mics, SMO to be contacted to see if we can borrow some. **Action EG**
- Presentations by different boards TBC
- Advert in WHFP -**Action SH**

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**

Strategic Business Plan – the various actions and projects will start to be implemented accordingly and forecasted within the upcoming year. All Boards to review the plan and maintain their Service Improvement Plans.

4. FINANCE

Mandates from RBS have been completed – SH now has access. Sarah to help with shop managers access to the SCTCL bank account

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

05/09/2022 SRL has been refunded £5000 of the £10k loaned to SCTCL.

08/09/2022 SCT received £231 which was the current level of the electric vehicle donations from passengers. (Carpet in EV will be cleaned as something has been spilt on it)

SCT received the donations for Lyn Ann from the Just Giving platform and has paid £47,114.05 out to her.

SCT is holding £28,874.52 for Rowena from the Just Giving Platform and £5,794.88 for Lyn Ann at this time.

SCT has additional expenditure with uniform and tools for the new caretaker, a new hitch for the trailer was also purchased

SCTCL received £500 Rural Fuel Duty Relief

SCTCL Staffing costs are up £2000 and the same as in June.

SCTCL Supply costs are down £15,000.

SCTCL income is down £27,500, back to February levels.

SCTCL staff pay award will be seen in October figures.

Consolidated bank levels are up £15,000 but this is offset by the recent donations.

SCT's bank account is approx. £34,000 inflated due to donations and would be approx. £33,000. This being the lowest level this FY.

The electricity liability is still being formulated.

We now have a debit card for Renewables.

- Cash flow to be resent again nearer the time of each meeting – **action SH**

Energy Billing:

Update on where we are, the electrician has been in and is looking at putting a clip-on meter for the shop, the EV and the office feeds. This will allow us to see how much each area of the building is actually using in electric. The meter will assist in the billing moving forward. The initial installation cost is approx. £400.00

Once the correct smart meter has been installed by SSE, we will monitor usage for 3 months to see our actual electricity demands on the day and night tariffs. SSE will then back date the amount we owe across the past 12 month of unit costs. The amount is between £15K - £36K

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: Kilberg Housing update by Domhnall Angaidh

James McQueen are now in the process preparing the site for phase 2 for the building of the 14 units. Completion should be in around 18 months. There will be a mix of flats, terraces and semidetached homes.

James McQueen will be involved with both the Housing and the Campervan facilities projects.

The main problem is still with Scottish Water, who are one of the main stakeholders with the infrastructure that has already being built the mains, sewage, and water treatment plants to the value of £3m, this was done for phase 1.

The contractor at the time failed to submit the correct paperwork for the completion sign off. It should have been handed over to Scottish Water back in 2015 to take on the ownership and maintenance of the whole thing. At the moment it is in the hands of the lawyers so an agreement can be made so as to move on from both sides.

With the increasing costs and inflation, the sooner we can start to build the budgets can be forecasted and updated accordingly. Once we get that adoption then we can get an official start date.

This build is also linked with the sports project which is a priority for the college.

The Highland Council and the Community Housing Trust are the bodies that decide on the allocations to which tenant. They prefer the mid to long term tenancy as after 7 years the tenants will have an option to buy.

6. SCTCL (Trading)

In general, the shop is quieter in September with income down by £21,000, Ruud has spoken to the managers to keep costs down.

Ruud completing the shop managers contracts.

A fridge/freezer engineer has been to make a repair to one of the new freezers, we wait on a part. A quote is also waited on for an annual maintenance contract, which we need for insurances proposes for all units 5 years old or more. The refrigerator engineer is advising an annual service of all fridges and freezers and SCTCL to make the decisions on this once a quote is received.

Shop managers are to keep staff within their guaranteed hours.

Skyenet and Visit Sleat have reimbursed £6884 & £580 back to SCTCL. SCTCL has previously paid the VAT for both accounts.

A marketing group to be implemented to review turnover and increase sales i.e., over special events Halloween/Christmas/New Year/Burns Night/ Valentines etc. Anyone wishing to be a part can refer to Ruud.

A selection of Hampers with different levels of items to be promoted to the Self-Catering Cottages, with the help of Visit Sleat.

It has come to light that when the diesel pump got hit earlier in the year, that the belt drive wheels may no longer be aligned correctly. DS Forecourt has been contacted waiting on reply for a date of when they can come to do an annual service then quote for repair. MS to liaise with insurers once any work has been determined.

Skyenet, has signed up another 2 subscribers. Calum has requested a percentage of the ongoing revenues to reinvest back into the network. Mark left the network in good shape, but as time goes by, we need to keep on top of upgrades so we can maintain and even improve our service offering. Openreach is planning the fibre optic role out within the Sleat area shortly. (If they get 44 subscribers then the connection is free). We may need to look at promoting Skyenet on Facebook and in the next newsletter.

7. SRL (Renewables)

Average woodchip moisture content for the pool is 21.4% - this is due to the older and drier woodchip being bagged for them.

Average woodchip moisture content for SMO is 30.25%, this is from the newly chipped wood done last week.

For this month the pool has ordered 12 bags of chip and SMO 7 trailers loads. Richard Livett has chipped 120 tons of chip.

Garage doors and ventilation – GN has spoken to AG engineer, will follow up again this week on proposed outcome

An expression of interest has been placed with Coastal Communities Fund, for a tractor and a shed approx. £130,000. Training will be available for six people. Also, an application has been made to the Ideas into Action Fund for £10,000 to fully concrete clad the main shed to protect the shed walls from the weight of the chip when it is piled against it. It should take around 3 days to complete. Both projects have been put under Overhauling Sleat Renewable Wood Fuel.

Bonfire has been confirmed for Saturday 5th Nov 2022

The Mans Shed project starts Friday 28 October 2022 @ 10.00 – Organised by GM, the aim is to get people together to talk/laugh and to organise some projects within Tormore.

This week Duncan is looking after the international volunteers from Volunteer Tourism Group organized by Radical Travel. Please see the posts on Facebook by Duncan for more information.

The Clan is no longer supplying Venison to the shop, other suppliers being sourced.

Gordon is meeting the architect on 01/11/22 to discuss the campervan service point in Tormore.

Mick & Gordon will be attending the next first aid course with the forestry bolt on, the other spaces have been offered the college as no further staff / Board uptake.

The initial funding for the path and bike trails is being done by Trails Association. – follow up with Ian Hall. **Action GN**

MM NG MS had a meeting with SWECO to discuss the options of opening up further walking, cycle and bridal pathways within Tormore Forest. A briefing of the outcome will be done in next month's meeting. **Action GN**

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 from processing the timber would have to be paid back to them. **MS** is working to try and resolve the situation.

Looking at a safer option for tarping.

Gordon has been in touch with Neil from Tarskavaig who is looking at buying the sawdust for his pony's stables.

PM & HM still in conversation with International Tree Foundation- 5,000 trees before April 2023, costings need to be sent to ITF. **Action PM & HM**

The VAT from Peatland Restoration needs to be looked and double checked at when Andy Cumming the accountant is here in November, to check if SRL needs to pay any VAT back. **Action SH**

8. EAG REPORT

The Group didn't meet in October due to unavailability of attendees. Next meeting TBC.

9. AOB

- The Lunch Club - it was confirmed that SCT would assist financially, using the minibus and to promote it accordingly i.e., social media and our newsletter. But we don't have a set person on an ongoing basis to run it. MM in discussions.
- Simon Larson is looking at producing a photographic book of the many personalities of Sleat. He will be using the boardroom for the taking of the photos. There will be no charge for the boardroom. Simon to be invited to the December SCT board meeting.
- Meredith Brook Young is a 6th year pupil at Portree High school. She is organising a Sexual Health Awareness project for 3rd years (ages 13-14), as part of her Bacculaureate award with SQA. She has chosen this as a focus as she feels that at this age, preventative education is key, as these meaningful conversations on these sensitive topics are often not had. SCT will contribute £500.00.
- The website needs a review, **action SH**

Meeting closed at 19.45. **Next Meeting Monday 28 November 2022 @18.00** boardroom and zoom available.