



**Colonsay Community Development Company
Board Meeting
Thursday 27th May 2021**

1. Attendance and Apologies

Board members: Andrew Abrahams (AA), Sue Dance (SD), Caitlin McNeill (CM), Callum Hay (CH), William Joll (WJ), Danny Onn (DO).

Project co-ordinators: Carrie Seymour (CS), Lizzie Keenaghan (LK) (part)

Grace Johnstone

Also present: Clare Hay(minutes)

Apologies: Liam McNeill (LM),

2. Minutes of last meeting. Accepted. LM will post on website.

3. Declarations of interest: none

4. Projects

a) Scalasaig housing and business units

CS confirmed that an ecologist would be coming on 1st June to check the site for nests. Norman Hall-Gardiner had volunteered to clear the site and would be on site, ready to begin as soon as permission had been received.

There had been a query from HIE on VAT registration. It had been noted that registration might be delayed and HIE want confirmation that this will not prevent signing of the contract to start work on the business units. CH said that the accountants had stated that the risk that registration would be disallowed was very small, and that we could sign the contract, begin, and calculate VAT retrospectively. WJ asked when the contract would be signed. CS said it depended on funding from RIHF being committed, and though feedback received was positive, nothing was definite.

CS said that ABC were prepared to give £12k/house for the MOWI houses as well as the CCD properties. CH said that work cannot begin without funding in place. HIE had indicated that the decision on the business units had to move to mid-July due to delays in the due diligence process anyway. DO added that there could be no decision on when to begin until a programme had been received from the contractors which indicated details of the timing of expenditure, which would indicate what funding would be needed when. AA said project could be staged. A meeting between CS, AA, GJ, CH and DO was arranged to discuss this. DO asked if the board was content for the proposed meeting to agree the way forward. The board agreed unanimously.

Regarding GJ's report regarding TSL's occupation of the Manse, and draft allocation policy there was a discussion about wording on some points.

DO thanked all those reporting for the new standardised format they had devised, which was felt to be very helpful.

Action: DO organise meeting re progressing funding issues

b. The Old Manse

LK had nothing to add to GJ's report on the Manse and highlighted that now procurement was complete, responsibility for those aspects had been handed over to GJ. The Landlord Registration was proceeding with no issues. ABC were concerned that the proposed HMO use of the manse by MOWI does not meet HMO requirements. LK has asked ABC to contact Louise

Gibson to speak to MOWI about this. There was a brief discussion about when TSL's decision re which accommodation suited them best would be known.

c. Moorings

LK said all seemed to be progressing. She was waiting for information from SSEN and believed detailed work on the proximity agreement could begin soon. LK was keen to progress details needed for signage and publicity such as bank details and logo, so that these could be commissioned for the start of the next season. LK would bring some ideas to the next meeting.

Action: LK would bring some ideas re signage and publicity to the next meeting.

5. Camping on Colonsay

The decision on the bid for a temporary campsite was due at the start of June. If successful, DO would notify neighbours and the CCC camping subgroup. There was some concern raised re access. However, if the bid was successful, there is an alternative site at Creagh Mhor, though it too has problems. LK said that if the bid went ahead, she would need help with the specification for ordering items like stone for the works for the site. DO would meet LK to discuss this. DO said that the decision regarding the preferred site might need to be made before the next board meeting. He asked if the board was content to allow this decision to be made by those working on the project. The board agreed unanimously.

Action DO and LK to meet re procurement for camp site.

6. Housing at Port Mhor.

Missives have been concluded on the WHHA procurement of rights of servitude on access to the site. The land required for the housing now needs to be transferred to WHHA. It was noted that at the last CCC meeting, Robin Curry said that the planning permission at Port Mhor was secure. There was a discussion about responding to communications from CCC and a further letter from some neighbours at the site. The board agreed that the matter had been settled some time ago following community consultation, and with the support of the community, and that the development should proceed.

7. AGM

The AGM will be at 2.30pm on 12th June in the village hall with suitable social distancing and refreshments provided. Fourteen days' notice is needed, and CM undertook to publish AGM details the day after the board meeting to meet this requirement. It was noted that content of the AGM is defined in the Articles of Association of the CCDC and must be followed. There was a discussion on how to showcase the projects and successes of the CCDC. CM said that various people and bodies needed to be notified about the AGM including ABC councillors, the Charities Commission, auditors, and others. As there are to be two AGMs for two different years on the same day, notification to the public would include two agendas. It was agreed that, if possible, the accounts for both years should be available, though this year's may not be ready in time. CH said they should be ready by July as they were needed by HIE for the due diligence process. It was agreed to meet to plan the AGM in detail.

Action DO organise AGM planning meeting.

(LK declared an interest and left the meeting)

8. Crofts

CM said the sale of the house site for the Keenaghans was progressing satisfactorily. The sale of the site to Colmand Tanya Wren would begin soon. There was one issue of concern outstanding regarding registration of the crofting land, in that the CCDC deeds and those belonging to Rhona Robinson (RR) do not seem to agree. There was one error where a small triangle of land belonged to RR, and this has been corrected in her favour. CM had tried, but not yet managed to adequately discuss the other issue with RR. There was some discussion of the matter. The board agreed that CM should progress the registration, given that there was ample time to challenge it if needed.

(LK returned but left the meeting)

9. Finance

CH noted that most finance issues had been covered under other headings. He reported that HIE was seeking much more detail on the business plans for the units and the housing. He believed some aspects of the modelling would need to be reviewed considering this.

The application to Bankline had been approved – this would allow CCDC to give anyone controlled access to CCDC's RBS accounts, depending on their role and what they need. The necessary equipment was arriving shortly. The successful use of mobile card readers by other businesses on the island was noted and it was suggested that similar systems could be used for the camping and mooring projects. Card payments for fuel were restricted by poor 4G or broadband access in Scalasaig at the moment – but that may change.

10. Staffing (and Staffing Review)

DO said that as there had been a staff resignation from the service point, it was an opportunity to review how the organisation's structure might work in future with the ABC SLA. DO will provide some suggestions. SD volunteered to assist him.

Regarding the holiday pay issue, there was further discussion. WJ said he thought it would be helpful if the member of staff and the ABC contact (Sheila Rennie) spoke directly to each other. He would arrange this and continue to follow up.

Action: DO and SD begin researching possible staffing structures

Action: WJ continue to follow up holiday pay issue

11. AOCB

None

12. Date of next meeting

24th June 7pm