



**Colonsay Community Development Company
Board Meeting
Thursday 26th Aug 2021**

1. Attendance and Apologies

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

Project co-ordinators: Lizzie Keenaghan (LK)
Grace Johnstone (GJ)

Also present: Clare Hay(minutes)

Apologies: Liam McNeill (LM), Carrie Seymour (CS), Andrew Abrahams (AA)

2.Declarations of interest

LK and CS item 8,9.

3. Minutes of last meeting.

Accepted, with one amendment. LM will post on website.

4. Matters Arising

The letter about bringing the Ridan composter into use has been drafted. It will be sent out to the list of those who signed up to use it and via the community council list too. LK will find and give the list to WJ to arrange the provision of caddies and notification.

Action LK/WJ as above.

Regarding EV car charging, AA had reported that he had been told that when the pier work is complete, and the portacabins gone in early December, the EV points will be available again as will the car park. CCDC has an offer of funding for further EV charging points.

5. Projects

a. Scalasaig developments

CS had provided a project report, there were no comments. CH reported that because of the difficulties the construction industry was facing, TSL may have difficulty meeting the agreed fixed price and this could lead to a claim for further funds. It was noted that the funders were sympathetic to this potential problem and that there were potential sources of funding should this occur.DO highlighted the need to monitor expenditure closely and manage the risk.

There had been an issue regarding access to the brewery and the bookshop at the business unit site, but this had been resolved. John Forbes plans to visit the island shortly.

b. The Old Baptist Manse

There were no comments on LK's project report. Possible uses of the land which came with the Manse were discussed. It was agreed that site visits might be useful, when it came to the consultation. SD and Clare H volunteered to meet LK to discuss the proposed consultation.

Action LK, SD, Clare H

c. Campsite

DO, LK and Helen Mann had met to discuss the project. HM and LK would jointly progress plans for development. HM would drop plans for her own site on her croft in favour of the CCDC project.

d. Moorings

The data points for the undersea power cable have been received. Its position can now be plotted when applying for the moorings licence. DO said he had received an informal inquiry about booking moorings for next year.

e. Port Mor Housing

GJ's report had been received. GJ and DO had an online meeting with Moira McVicar and Dave White of WHHA. They were very supportive of the idea of joint working on allocations. GJ is drafting a proposal for joint approach and is sending them the draft allocations policy for review.

WHHA are keen to progress the land transfer and decrofting, and to progress the project generally. DO would speak to the CCDC solicitor and DW to the WHHA solicitor.

SD asked if the list of those expressing interest was up to date. WHHA had reported they had 12 expressions of interest with Colonsay as first choice. There are 27 expressions on interest on the list held by the CCDC.

In the light of the meeting held with the Community Council and Rhona Robinson, WHHA suggested that the position be made clear to island residents. CCDC cannot consult the community again as they could not now stop the project. RR had asked if the project could be put on hold, while consultation took place. The board reviewed the position again but agreed this was not possible, given the above.

6. Finances

The annual accounts for 2020/21 have been approved with no qualifications and will be ready to be sign off at the next meeting

There had been a successful meeting with MOWI re. their contribution to the Scalasaig project, and they have agreed in principle to "front-load" payments to help with cash flow. CS and CH will approach other funders to see if they will also do this. John Forbes had outlined how TSL would be paid. TSL make a claim for work done, this is assessed and agreed between JF and TSL, then payment is made. It could be six weeks from claim to payment. CH said CCDC needed to have funds in hand case the drawdown of payment took that long.

Nothing had been heard about the VAT application for the business units yet. SD asked if there would be any VAT to pay on top of the costs of the Scalasaig project. CH said there would be for the business units and some professional fees, but not the housing. This had been allowed for in the project budget. CH said he was working on moving the trading company to be able to accept card payments. There would be more information at the next meeting.

DO said that Cameron Hathaway of NFU insurance had quoted for insurance for directors. DO would contact directors to sign the necessary declaration. Cameron has asked for the total area of the crofting land. CM would provide this.

Action DO, CM.

7. Crofts

Regarding the sale of croft lands for housing, CM said there is a statutory crofting clawback when a plot is sold to a tenant. If the tenant sells within 10 years of buying the plot, the landlord can claim the land back (? Or the cost) although the owner can waive this condition CM is researching how that relates to other statutory regulations.

The Board discussed the options and agreed that in the case of it's croft holdings it should waive this option.

CM will be finalising the common grazing allocations with Jan Binnie. There is still some work to do sorting out the mapping issue with Rhona Robinson. CM said she was waiting for a response from the estate re the issue of the boundary of CCDC land and the estate.

Action CM

8. Restructuring

DO gave an informal presentation on the external pressures facing CCDC, its evolution to an asset manager and the need to restructure it's way of working to adapt to these changes.

Restructuring to meet future needs of the CCDC will affect all staff roles and responsibilities. For example, all staff would have to be prepared to do some work in the front office from time to time, to help provide Service Point cover. Work is in hand to define the future structure and roles and a formal matching process will be used to match staff into new posts. DO said that he would be seeking advice on these processes. Discussions with all staff were taking place on the proposed new post job descriptions. He hoped that the CCDC might be ready to formalise and agree the new structure at the next board meeting in October, though the formal matching process would take longer.

DO would contact ABC regarding possible reallocation of the staff funding assigned to the vacant Service Point job-share post, and make further enquiries as to ABC's future plans for service point funding.

SD asked if CCDC would buy the service point building, if ABC decided to reduce or completely stop Service Point funding. DO said that would certainly be an option for CCDC - a capital project would have to be set up, and ongoing revenue funding secured with all that that entails, if ABC decided to sell.

Action DO contact ABC

9. Staffing and Board appointments.

DO announced that Sarah Hobhouse (SH) and Helen Mann (HM) are interested in joining the Board.. Sarah has a particular interest in marketing and PR, while Helen has an interest in and experience of social housing. If the board approves, they will come to the next meeting. This was approved by a majority of the board, and they were appointed as directors until the next AGM.

DO said it was hoped to have a celebratory event in late October bringing together all local charities to celebrate CCDC's achievements.

A letter had been received from a second home owner inviting CCDC to manage the letting and share the profits. The board expressed their thanks to the owner for this most generous offer.

DO said there was work to do updating the business strategy. It was noted that an update on staffing would be needed for the newsletter.

As the staffing issues were confidential they would be discussed privately

(LK and GJ left the meeting)

There was a discussion of confidential matters relating to staffing. The board agreed to extend GJ's current role for three months.

10. AOB none.

DONM 30/9/21 (NB now moved to 7th October)