



Colonsay Community Development Company Board Meeting

Public Minutes

Thursday 9th March 2023 (Village Hall, and MS Teams)

1. Attendance and Apologies

Board members: Dannie Onn (DO), Sarah Hobhouse (SH) , Helen Mann (HM), Callum Hay (CH), William Joll (WJ), Darragh Keenaghan (DK), Lesley McInnes (LM), Andrew Abrahams (AA)

Project Co-ordinators: Carrie Seymour (CS)

Apologies: Lizzie Keenaghan (LK)
Andrew Abrahams joined the meeting at 19:20 (item 6)

CH agreed to chair the meeting as DO was attending via MS Teams

2. Minutes and Matters Arising.

The minutes were accepted for signing by DO.

Broadband: No progress, CH awaiting contact with Openreach

There were no other matters arising not covered in the agenda.

3. Declarations of Interest

HM: croft matters, campsite

DK, CS: croft matters

SH: Contractor to Campsite project

4. Briefing Note

CH clarified that rental deal for new Manse tenants was set to cover basic costs & overheads according to the Boards preference but would not provide any “surplus” to cover future costs when they leave.

CH/DO clarified that re-instated island Registrar post vacancy would be advertised with ABC (**Action: DO**)

SP/Machair Wind Project Team visit 19th April 17:30 – any Board members wishing to attend please let DO know. This will not be a public meeting.

5. Colonsay Community Council Update

No prospect of resolving proposals for island Dentist. The premises offered by Estate are not suitable, and Surgery may find it difficult to raise funds for new-build

Port Mor issues ongoing (later agenda item, in Private Business)

CCC and CCDC exploring how best to work together – may be a written agreement, or something less formal

CCC is also part of Colonsay group meeting with SP/Machair Wind on 19th April

No other issues to report – next CCC meeting 28th March.

6. Scalasaig report

Project Report

Two new issues since report circulated:

CCDC's Solicitors require Directors details for the legal agreement with MOWI
The Board agreed – Directors will be contacted shortly by Harper McLeod

Planning Permission on self-build plots still outstanding, and Road
Construction Consent cannot be issued until PP granted. Resolution expected
in April. Part of ABC's funding for the project is also waiting on PP. CS to
confirm with CHT if CCDC should intervene/escalate within ABC. DO asked if
it was critical – CS/CHT to consider options and advise. **(Action: CS)**

LM suggested informal approach to ABC first may be helpful

CH asked if turning head requirement would be a cost to CCDC – CS confirmed it
would not. DO said it may require some landtake – still to be confirmed.

(AA joined the meeting at this point)

CS reported that TSL has approached CCDC for help - Colonsay Estate were asking
for "unusual" terms for the SSEN wayleave agreement for the Business Units which
was holding things up. CH asked if the Board should approach the Estate on this
basis. DO/LM were concerned that intervention could make matters worse. CH
suggested that he, DO and CS draft a letter to the Estate and circulate to the Board
for comment and a decision prior to any action being taken. **(Action: CH/DO/CS to
draft letter)**

CS noted that CHT were working with TSL and SSEN meantime to see if the supply
can be routed so as not to require the need for a wayleave.

There followed a wider discussion about CCDC's interaction with the Estate, and
broad agreement that CCDC should be more pro-active when intervention was
justified.

Housing Allocation Policy

CH asked if the point system at section 8 was standard, or special to Colonsay. HM
confirmed it was based on similar policies in use across Scotland and designed to

accommodate those most in need. In further discussion it was not clear if the system was a “highest single score” or a “cumulative score” (**Action: HM/CS to confirm**)

CH asked if CCDC would have any representation on the CHT panel making the allocations. HM/CS confirmed that the allocations would be made by CHT alone and anonymised, with the recommendations sent to CCDC for approval. This would provide the required impartiality.

LM asked if the policy would recognise wider social issues, like the need to support families with children and thus support the school, too.

DK asked if the allocations would be “absolute” – CS confirmed that CCDC would have discretion to make changes, but these would need to be exceptional.

CH asked if there had been any “testing” of the policy to ensure it would deliver fair and sensible results, and if CCDC should do this. CS said that CHT planned to do some “dry run” checks – she would contact CHT and report progress (**Action: CS**)

There followed a discussion of CHT’s role in allocations, and their initial and ongoing management fees. (**Action: HM to provide CH with CHT fee estimates**)

SH noted that although there was a restriction on those seeking to buy a house (they could not own another one) the same condition did not seem to apply for anyone wanting to rent. SH concerned that a successful applicant could come to Colonsay while letting another house elsewhere. HM confirmed this was a mistake, and the same condition should apply to both. LM noted that Housing Associations can’t insist on this, but CCDC will be a private landlord so it can. (**Action: HM/CS to update policy so this was clear**)

The Board approved the allocations policy, subject to the actions / clarifications agreed above. Any substantial changes must be brought back to the Board for approval.

The Board also confirmed their approval for CHT to deliver the initial allocation recommendations. In response to a question from AA, HM confirmed CHT’s involvement would not compromise CCDC’s options when deciding longer term management support arrangements.

It was agreed that CCDC should make an announcement about how the allocations process will work, so the wider community are aware (not just applicants). This could be part of a larger progress update. (**Action: HM/CS to develop update text**)

7. Housing Management

HM asked that the proposals in the report were accepted, and recommended that CCDC handle lettings itself. Professional organisations can do this, but will charge fees. WHHA cannot do this as they are not letting agents.

LM anxious that CCDC is realistic about what it can resource on a voluntary basis (not just on housing) so advised the Board to think carefully before committing, and not to miss opportunities for joint working with WHHA and ACHA in future to take an island-wide review of housing & management. AA agreed that Board needs to be

realistic about the expectations it puts on voluntary Directors – tasks and responsibilities tend to be more time consuming and complex in future – as he has discovered in the past.

HM said that the one-off work to set up initial sales and lettings was within CCDC's capabilities, and not too onerous but agreed that ongoing support may need external help. CH suggested CCDC seek quotes for a range of services and maybe set up call-off arrangements that can be used if and when required. LM suggested this should be based on assessing the likely workload and potential risks in the first few years, so we have professional backup in place if needed.

DO agreed but recommended that that the immediate proposals in the paper be taken forward, and the wider resourcing and management support issues be discussed separately at the planned April CCDC strategy meeting.

The Board agreed

8. Campsite

LK's report outlined the current position, delays to Planning Permission and likely extended financing deadline.

AA asked if there were any concerns re. delay PP. DO said there were some confidential issues related to the project that he would cover in Private Business.

9. Ebikes

CH's report provided the background. All funding has been secured, and the delivery deadline extended to 31st March 2024

WJ recommended that we have a high profile "Open Day" to launch the project. He was also keen to understand how maintenance will be managed. CH has had discussions about this with Colonsay Bikes and Boards (CBB) who are keen to deliver the project with us. CH committed to bring more detailed launch and management proposals back to the Board in 2-3 weeks (**Action: CH**)

DK asked how the split between residents and tourists will work. CH explained we need to hire the bikes to tourists to make money to cover insurance costs, and generate a management fee for CBB. As soon as that sum is secured, we'll stop tourist hires that season. CH explained how the resident hires (for a month) is expected to work. Hires to residents will be free.

CBB hope to bid for one of the new business units, and if successful that will provide a better operations base than they have at present.

AA asked when Business Units will be allocated. CS said she was expecting allocations could be made in May, and the units ready for use in July. The allocations policy will be delivered with HIE and brought to the Board for prior approval. Allocations will be made based on potential for employment, and community benefit.

10. Annual Accounts

The 2021/22 Accounts and commentary were set out in the report. The accounts had been seriously delayed by an ongoing problem with croft land valuation, which had only recently been resolved. The Board thanked Jan Binnie for all her help in this matter.

The Board had already seen and approved the accounts prior to the meeting so as to allow statutory reporting to Companies House and OSCR.

The Accounts were formally approved.

13. AOCB

Thursday 20th April was proposed for a special Strategy meeting to discuss CCDC's resourcing and management issues, and how we prepare to implement the new community plan. DO asked that all try to set time aside to attend as this was a critically important meeting to discuss and shape CCDC's future. Board agreed 20th April was best date – time and details to be confirmed.

DO advised that Lindsey Chalmers (Community Land Scotland) may be a candidate for co-option to the Board. CH suggested that decision should be deferred until 20th April meeting where Board can identify where the Board needs to be strengthened given the challenges ahead and try to match candidates after that. This was agreed.

DoNM 13th April 7pm Village Hall / Hybrid