

MINUTES – DIRECTOR’S MEETING 20th August 2019 at 6.30pm

1. Attendance

Present:, Roddy MacDonald (Vice-Chairman), Neil Campbell (Secretary), Diana Calvert, Dougie Ferguson, Chris Loye, Neil MacDonald, Rhoda MacDonald [arrived 6.33pm], Norman Ian MacKay, Finlay MacLennan [arrived 6.35pm], George MacLeod, Linda Armstrong (Commercial Manager), Carolyn Cluness (Community Engagement Officer) and Deborah Coghill (Administrator)

Apologies: Murdo MacKay (Chairman) and Richard MacLennan

In the absence of the Chairman, Roddy MacDonald (Vice-Chairman) chaired the meeting.

2. Declaration of Interest: No Declarations of Interest

3. Minutes of 18th June 2019: Approved

Matters Arising: Sewer Pipe – Still waiting for Breedons to come and fix the sagging pipe.

4. Action Points

Kitchen Suppression System – Linda has received a suggested price of over £7.5k plus labour for this.

Automatic Door - Have been promised that Bartec will be on site this week.

5. Updates

Financial (Appendix 1):

Cash flow projections were presented along with the June Profit & Loss YTD.

Commercial Manager’s Report (Appendix 2):

MK: Rent figure has increased from the previous two years.

Generator: A Joiner has now been found who can carry out works in the shed before the Generator can be commissioned.

Snagging: Various issues still outstanding.

Road at TnM: The road has been adopted by CnES. The road bumps can stay but only if the Trust take on legal responsibility for them and install signs. If not then the bumps will need to be removed. The Directors decided to keep the speed bumps providing the insurance wasn’t too high.

Extension: Business Plan needs a few changes but hope to have it available for the next meeting.

Hall Hire: Discussion was had over whether the Hall could be booked on a self-catering basis but it was decided that this could only be done when the MK was closed.

Camping: We have received £51K of funding (70% of £74k cost). Quotes for the new pitches have come in around that figure. Discussed the possibility of installing another chemical waste tank but have left any decision for now.

Dams on Estate: The dams were looked at by AECOM the previous week and Linda is awaiting their report. However, it does look like a fair amount of maintenance work needs to be carried out along with the cost of registering the dams.

North Harris Trust: Their Ranger Service has received funding for a further two years. Fifty percent of this funding is from SNH. Linda has suggested to NHT that perhaps this service could be extended to WHT up to two days a month. This would enable guided walks to take place during the summer months, looking at Estate maintenance and to carry out surveys for the Deer Management Scheme. NHT staff have agreed to this and suggested this would cost approximately £45 a day. The Directors were keen to take NHT up on this offer. This is of course subject to their own Directors agreement.

Crofting Activity: Various crofting activity was reported.

Luskentyre: The Luskentyre Planning Application will be re-sent for comment.

Broadband: Only a few responses from residents and tenants, so insufficient basis for going ahead with it. Will have to wait now for the broadband to be installed by HIE in about 18 months time.

Harbon Turbine: John Daniel and his team are expected on site next week for a period of two weeks.

Small Repairs/Serviceing in TnM: Regular maintenance should be carried out on all equipment. Serviceing needs to be carried out and then charged back to the tenant.

Community Engagement Officer's Report (Appendix 3):

Funding: Carolyn has secured £10k from the Heritage Lottery Fund towards Interpretation Panels for Talla na Mara and some different events are being planned.

Community Land Scotland Week: - The open afternoon had about 20 people attending and about 50 people came along to the Ceilidh on 16 August.

Harris Forum

Neil Campbell had previously emailed the Minutes of the last Harris Forum. They want an opinion on a Western Isles wide Voluntary Tourism Levy. The Directors were in favour of this as long as it was voluntary.

Process Improvement Officer (Appendix 4):

Linda reported on behalf of Kyle. This is his last week but he has set up a new Dropbox filing system and has written to the relevant bodies requesting various Crofting Records that the Trust is missing.

6. **Health and Safety:** It had been reported that there had been an incident with a staff member who suffered slight scalding after being asked by a tenant to help to open a steam cleaner without any proper safety measures in place. Staff were again advised that they ought not to undertake any tasks out-with their ordinary remit for which any necessary Health & Safety training might be lacking. A Health and Safety meeting is being arranged for October.

7. **AOCB:**

Approval of Accounts: – Neil gave a brief summary of the Accounts which will be presented to the Members at the AGM.

AGM: It was agreed that the AGM should take place on Tuesday 24 September 2019 at 7.30pm in the Community Room at Talla na Mara.

Playpark: The future of the Playpark at Seilebost was discussed. It is not insured and the Trust's insurance company will not insure it until it is repaired. It was agreed that this was not something that the Trust could do. The Playpark **either** needs to be dismantled **or** an interested group needs to take it forward, separately from the WHT. It was suggested that this could be raised at the AGM to see if a group would be interested in taking on its upgrade or developing a Playpark at Talla na Mara.

Marathon Hebrides: Discussion took place about this year's Marathon and concerns were raised about parking and toilet facilities. It was suggested they go for a different weekend as it is the same weekend as the Golf Tournament.

Residency Burden: One of the Directors of West Harris Renewables Limited has asked what percentage reduction would be applied for the clawback on a Residency Burden. It was decided that policy guidelines and an application form was needed. The Directors also wanted a valuation to be sought on the land before approaching the Trust for a clawback reduction. From the points system which was thereupon agreed, it was decided to report back to the Director in question that a 70% discount would be given on the clawback in principal, subject to agreement at the next Directors meeting.

Staffing: It was agreed that additional staff would be needed and that someone was needed who would be able both to run the café and also to do some basic jobs in the office.

8. **Close:** The Meeting finished at 8.05pm.

9. **Next Meeting:** 17th September 2019

Proposed dates for 2019

29th October (perhaps omit?)

19th November

17th December