



Minutes of IoCDDT Meeting held on Tuesday 11th January 2022

In The Inverter Shed at 4.00pm

Present: Gerry Mackinnon (GM) (Chair), Gareth Cole (GC), Indigo Carnie (IC), Winnie Mackinnon (WM), Fiona Hutton (FH), Caroline Mackinnon (CM), Liz Holden (LH) (via Zoom), Pete Holden (PH) (via Zoom), Isebail Mackinnon (IMK) (via Zoom), Andrew Pendergast (AP) (via Zoom), Margaret Willington (MW) (Minutes)

Apologies: None

AGENDA ITEM	MINUTE	ACTION POINT AND BY WHOM	ACTION DEADLINE	COMPLETED Y/N
1.Matters arising	Minutes of last meeting accepted. LH queried an update from Highland Council.	MW to email Mark Rodgers and find out when HC are planning to visit Canna. AP to chase funding about housing	14.01.2022 ?	
2.Finance	PH gave an update on Finance. PH sent out a monthly summary			

	<p>via email prior to the meeting. The main account has had money from the crowdfunder campaign and also from the Coop. Both sets of money are to go into Restricted funds. The Coop money is to go towards a community based project e.g. a new shed. Both sets of crowdfunder money are to go towards the cost of the new housing project.</p>	<p>AP to check why there is a shortfall in the crowdfunder total.</p>	<p>?</p>	
<p>3.Canna Partnership (CP)</p>	<p>GC gave a brief update from the last CP meeting. There was a discussion about the Directors rota for the CP and who has access to the redacted minutes. IC gave an update on the meeting with Ailsa Raeburn (AR) with regards to the NTS raising concerns over conflict of interest. It was agreed that the NTS must raise these concerns with the loCDDT as a body rather than</p>			

	<p>individuals. It was agreed that there needs to be a system of notifications if there are to be any changes in the rota of directors attending the CP. IC informed the meeting that it has been agreed with Clea Warner (CW) that any conflict of interests will be raised on a case by case basis in the future. Any conflict of interest will be highlighted early once scheduled meetings and agendas are in place. It was agreed that “Conflict of Interest” should be a permanent item on the agenda for the CP.</p> <p>It was agreed that AR should carry out a review of the CP. IC has set out a timetable for CP meeting minutes to ensure a timely circulation to the community.</p>	<p>MW to put “Conflict of Interest” as permanent agenda item for CP meetings once this has been agreed with the CP meeting on 12.01.2022. AR to organise a review of CP IC to take to CP on 12.01.2022 to get agreement to timescales. AP to take to CP on</p>	<p>For next meeting and all future meetings</p> <p>After 6 months - this should be February or March 2022.</p> <p>12.01.2022</p> <p>12.01.2022</p>	<p>Y</p> <p>Y</p> <p>Y</p>
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	<p>LH queried the NTS funding for Coroghan Barn.</p> <p>AP queried the CP minute regarding Anne Tweedie and the at Canna House.</p> <p>IC raised the issue of cascading information to the wider community and it was agreed that there needs to be more clarity about what can be shared more widely.</p> <p>It was agreed that it would be useful to have a note on the PUBLIC CP minutes to say where a redaction has taken place or an action is not necessary, or action has been redacted also.</p>	<p>12.01.2022.</p> <p>AP will query at the CP meeting on 12.01.2022.</p> <p>IC to raise this at the CP meeting on 12.01.2022.</p>	<p>12.01.2022</p> <p>12.01.2022</p>	<p>Y</p> <p>Y</p>
4.Development Manager - Project update	<p>See attached report from AP</p> <p>AP asked for 2 or 3 volunteers to form a Housing Allocations Policy sub group. LH volunteered.</p>	<p>AP to raise the possibility of the NTS donating the value of the land to the housing fund at CP meeting on 12.01.2022.</p>	<p>12.01.2022</p>	<p>Y</p>

	<p>Canna Heritage Website - WM updated the meeting that she has had communication from Stuart to say that he is happy for loCDDT to have access to the information contained on his website but he will not be handing over ownership of the website to loCDDT.</p> <p>Scene - Storage will need to be found to store the heat source pumps and water tanks once they are delivered to Canna.</p>	<p>WM to pass a copy of Stuart's letter to MW to keep on file as well at Stuart's contact details.</p> <p>GM to find suitable storage on the island.</p>	<p>14.01.2022</p> <p>Once delivery date has been confirmed.</p>	
5.Administrator - Operation Manual update	<p>MW gave a brief update on the progress of the Operational Manual.</p> <p>There was a brief discussion about Keys and it was agreed that it would be good to have all the keys in the engine shed in a key safe.</p>	<p>MW will send out further emails for missing information in the next week.</p>	<p>17.01.2022</p>	
6.Communications update	<p>This item has been put on the agenda to enable action points and discussion surrounding any</p>	<p>IM and MW to set up a mailchimp account so we can send out newsletters</p>	<p>By end of February 2022.</p>	

	<p>press releases, newsletters etc that the IoCDDT may send out in the future.</p> <p>Jim Whiteside at the NTS has been helpful with press releases in the past.</p>	<p>and thank you letters etc to donors and supporters. Update to go out March/April 2022.</p>		
7.Ranger update	<p>A further update will come from the CP meeting tomorrow. It was agreed that a person who is practical would be beneficial. PH informed the meeting that adverts for Seasonal Rangers usually go out around this time in the NTS.</p> <p>An updated job description is needed for the new Canna Ranger and this is to include a task list.</p>			
8.Tighard Guest House update	<p>The deadline for applications has passed and there have been over 100 applications. The NTS are going through a sifting mechanism to narrow down the suitable candidates.</p>	<p>GC to reiterate to CP meeting about the need for appropriate timescales to be put in place so that the new tenants can start well before the 2022</p>	12.01.2022	Y

	FH informed the meeting that there are bookings for the beginning of April 2022 already in the books so new tenants need to be found as soon as possible.	season starts. MW to chase up with CW at CP meeting about loCDDT Directors sitting on CP to sign disclosures to help with Tighard tenant applications.	12.01.2022	Y
9.Accommodation update - Dorlinn and The Bothy	GC asked if we can change the title of the agenda item to better reflect accommodation needs on the island and so we can have actionable points in the countdown towards the season starting. The agenda item should include discussions around seasonal workers housing. All agreed.			
10.CREEL update	See notes form Isebail We are waiting for Jamie MacIntyre to come back and do some work on the generators. LH raised a concern regarding the assumption around	FH to put Ipad in Inverter Shed. GM to chase up via email.	21.01.2022 17.01.2022	

	<p>contractors electricity supply needs for the work to be completed at Canna House. Glyn Young (GY) who is the Project manager for Canna House has already raised this and is aware that this needs to be agreed upon.</p>			
<p>11. Port Users Group update</p>	<p>GC gave an update about the PUG. The website will be updated with a harbour information page. GC has written some content for this including welcome and FAQ's. GC has spoken to Galeforce and Andy the mooring man to get a map drawn up to show the difference between the moorings. The view at the CP meeting was that it should be run by an independent chair and the NTS have asked for some examples. There are a few local groups that are interesting and Tobermory is of particular interest.</p>	<p>Anna Merrick (AM) will update the website.</p> <p>MW to chase email from the moorings installation company and send to GC.</p>	<p>Once content has been agreed.</p> <p>13.01.2022</p>	<p>Y</p>

	<p>GC queried whether we should start the PUG now or wait until we have an issue that needs to be discussed. Other PUG's only have up to 2 meetings per year and use a Facebook page to communicate to the wider group.</p> <p>It would be good to gather a list of people who would be interested in taking part in the PUG.</p> <p>It would be good if there could be a way for people to relay their experiences of Canna Harbour. WM asked PH what happens with boats at St Kilda. PH told the meeting that it is dependent on the type of vessel coming to St Kilda as to how charges are applied.</p>	<p>GC to ask at CP on 12.01.2022 what works are being planned at the harbour in the next couple of years.</p>	<p>12.01.2022</p>	<p>Y</p>
12.Shop	<p>See Isebails notes Canna Trading Ltd meeting will happen in the next couple of weeks</p>	<p>IM to arrange Canna Trading Ltd meeting</p>	<p>21.01.2022</p>	

<p>13.AOB</p>	<p>GM is getting a price from Andy Gow to put a new roof on the Shearing Shed. This could happen before the end of February. Would the IoCDDT be willing to put some money towards the cost of this? It was agreed that this can go ahead.</p> <p>IM gave an update about Calmac. There are ongoing issues around the Saturday sailings throughout the Small Isles, links to public transport and inter-island travel. It was agreed that connectivity between the Small Isles needs to be better and that this brings up resilience issues for those resident on the islands.</p> <p>IM notes to be taken to CP meeting tomorrow.</p>			
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