

IM / LH

Circulate plan for candidate visits, NTS

## Draft IoCCDT Directors Meeting 6 Nov 2020, Shearing Shed Minutes Present Gerry Mackinnon, Chair (GM), Pete Holden, Treasurer (PH), Anna Munro (AM), Liz Holden, Secretary (LH), Isebail Mackinnon (IM), Winnie Mackinnon (WM), Caroline Mackinnon (CM), Gareth Cole (GC), Fiona Hutton (FH), Indi Carnie (IC) Apologies: Note: Agenda items **Action agreed** Who When 1.Matters Arising Minutes of the last meeting accepted No matters arising. 2. Finance PH presented the balances for the three accounts: Community Shop A/C £22,378.75. IoCCDT Main A/C £5,363.12. 'CREEL' A/C £22,636.36. Balances look healthy. Main expense in the shop account is the last two CREEL payments, which were £700 – this seems likely to be the new big freezer. Suggested experimenting with turning it off for the next quarter. Empty big freezer and turn off IM Management liability insurance is up to date. Asked everyone who hasn't already to pay their shop tabs. 3. NTS Ranger appointments The NTS have conducted first stage interviews, with 9 candidates interviewed. They now are planning to arrange a visit to the island for the four candidates that passed the first interview. NTS are seeking advice on candidates travelling to Canna given current Covid restrictions. Clea has stated that the final appointment decision will be hers. The comment was made that meeting candidates in a one-to-one situation could put

both parties in a vulnerable position.

It was agreed that a programme of visits to key places of interest would be drawn up and



then a drop in session timetabled so that everyone has the opportunity to meet	Desirable Criteria, and finalised programme		
candidates. The whole community would then meet and discuss objective feedback to	with agreed dates		
the NTS. The meeting was in favour of this proposal.	with agreed dates		
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• It was proposed that we see how this process plays out and reconvene to develop the			
formal process for future appointments with experience from this one. The meeting was			
in favour of this proposal.			
• It was asked whether the island might in future want a presence on formal NTS interview			
panel, but agreed that that might be too much responsibility for any individuals involved.			
It was agreed that LH would provide Canna Welcome Pack to all candidates in advance of			
visit			
<ul> <li>Once dates are known, a draft timetable to be circulated (LH/IM)</li> </ul>			
<ul> <li>NTS Desirable Criteria to be circulated to wider community, with additional suggestions –</li> </ul>			
experience of community volunteering, island fit. This to be drafted and circulated to			
directors to be signed off first (IM/LH)			
<ul> <li>It was suggested that the community might wish to request more of an input into the</li> </ul>			
NTS Desirable Criteria in the future.			
4. Update on community projects			
<ul> <li>LH will circulate draft Gantt chart which Andrew Prendergast (AP) has made of</li> </ul>			
development activities to community, and to NTS. LH reported:	Circulate Gantt chart	LH	
Housing: the PPA has come through and is generally positive. As expected, further work			
is required to clarify mitigation of flood risk and assessment of siting, design, visibility,			
water availability and drainage. AP has drafted a letter to Clea requesting the progression			
of the disposal of land to the community and Clea and Sheona have confirmed receipt of	Keep tabs on NTS progress re land disposal	AP/?IM	
this. It will be important for the IoCCDT to keep on top of progress made within the NTS	, , , , , , , , , , , , , , , , , , , ,		
on this.			
The application for a CARES grant towards decarbonisiation of the island has been			
successful, and £17,400 has been awarded. 1.5 days free help has been sourced from			



	Natural Power Consultants, and this will be used to help put a tender together.			
•	Canna Pier Hub: Highland Council (HC) have awarded £2,500 to the feasibility study, and			
	AP has written to acknowledge this. Allan Henderson and Denis Rixson have both			
	subsequently been in touch and are very supportive. We expect to hear from Crown			
	Estates regarding further funding for the feasibility study at the end of November.			
•	Water: since the NTS meeting (Oct 6), AP has spoken to Robert Mitchell on Fair Isle and			
	found out that in fact Scottish Water have always supply the water there, meaning that			
	their situation is not in fact analogous to ours. Alison Brown has arranged a meeting			
	between NTS, MJ, GM, AP and Highwater for 11 Nov. We will wait and see what comes			
	out of the meeting and then decide if the community want to take things forward with	Report back from meeting	GM/MJ/	
	Scottish Water.		AP	
•	Rhu Church: we need to talk to Historic Building regarding changing the roof design but			
	still waiting for a response from Church of Scotland on the matter.			
•	AP is pursuing putting Coroghon Barn on the buildings at risk register, and the NTS are			
	aware that this is going ahead.			
•	At the time of the meeting we were waiting for the sketch plan for Coroghon Barn from			
	Glyn Young. This has now been supplied and circulated to the community by LH, with			
	comments requested by mid-afternoon on 15 November.			
•	VAT issue: the IoCCDT is not VAT registered so currently can't reclaim VAT. Some support	Return comments to LH	All	
	has been sourced from Just Enterprise to look at setting up different trading companies.			
	Probably in the form of a VAT registered trading company for projects, a non VAT			
	registered trading company for the shop, with IoCCDT as overarching non VAT registered			
	charitable body. IM is arranging meetings with Knoydart and Eigg communities to find	Progress meetings and work with Just		
	out how they do it, and will run any plans past the accountants Clements, before	Enterprise	IM	
	progressing them. She notes that it is important to separate the shop because we are			
	paying corporation tax on that income.			



5. Defibrillator update			
<ul> <li>PH reported that the defibrillator is installed. Neil Campbell of 'Lucky to Be Here' –is     offering online training for now. PH will send email round.</li> </ul>	Arrange training and inform community of dates	PH	
Old defibrillator – this is in the coastguard office, out of date parts replaced and still			
functioning.			
LH applied to Co-op for funding for defibrillator and this has just been awarded. LH has	Report back Co-op's decision	LH	
let Co-op know that we've already purchased this, and given them options re us crediting			
them, or them funding something else with the money.			
6. CREEL update			
IM reported that the accounts are submitted, and the VAT return is submitted. SWCT			
(subcontractors) maintenance visit is complete and the rams have arrived. The			
maintenance report is expected shortly. Further maintenance is scheduled in for autumn			
next year. SWCT are going to provide list of parts to budget for over the next five years.			
Broken turbine is now working. In future CREEL will contact SWCT directly and copy in SD			
Wind.			
SWCT also undertook training with the Canna maintenance team			
• The generators are both working. One part is still to come – GM to chase. And disposal of			
filters needed. Generators – the new one runs every so often automatically. Old one to	Chase turbine part	GM	
be run an hour a week, maintenance team will include this in their schedule. NTS are			
transferring ownership of the old generator to the community and taking the diesel tank			
off the lease.			
7. Shop update			
IM reported: stocking to slow down from now into the winter. IM will put bakery and			
butchery order in soon.			
An effort is being made to reduce single use plastics – IM is auditing, and has requested			
and received some suggestions from the community. One idea is to change to big			



<ul> <li>dispensers for cleaning materials, so that customers can refill from these.</li> <li>Legal structures are being reviewed, see VAT issue in Community Projects above</li> <li>Winter cleaning rota is out</li> <li>PH will take recycling out of commission for the winter – so they don't fill up with water</li> <li>Murdo Jack (MJ) is going to look at the door which is currently catching on floor. Thanks to MJ for repairing the shop shed window.</li> </ul>		
8. COVID update  • The Canna House and Garden risk assessment has been updated and this includes an update to the system for the garden gates, which will now be kept shut during the winter.		
MOWI update     MOWI visited in October and provided visualisations for the proposed site. These are behind the bar in Shearing Shed and available to view.		
10. Co-opt Indi Carnie as a co-opted director		
LH proposed, GM seconded. IC accepted as a co-opted Director.		
11. New secretary system		
<ul> <li>LH confirmed the workings of the new system: LH is named secretary, and maintains responsibility for legal and compliance, the annual return, insurance, and is the main contact for Andrew Prendergast.</li> <li>IC has responsibility for meeting organisation, agendas and minutes.</li> <li>LH apologised for the late notice of this meeting which was due to the time constraints of the Ranger appointment process</li> <li>LH confirmed that the normal process for calling a meeting is that approx 10 days prior the secretary will email proposed date and draft agenda to Directors, with deadline for</li> </ul>		



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	additions or comments. The agenda is then finalised and sent to whole community and			
	Associate Members, who are invited to speak to a Director if they want to raise			
	something against the agenda or in AOB. Any Director can suggest a Directors meeting.			
	Anyone in the community at large can call a community meeting. Also if there's a single			
	issue any Director can raise this with others by email.			
•	The meeting confirmed that they are happy for now with this system.			
AOB				
•	GM suggested that the Rangers office be moved back to the office in the Square as she			
	felt that people would be happier to go to an external office space. GM showed Marie	NTS to be informed of recommendation	GM	
	Netherwood the space re window needing fixed. No internet there at present. Suggested			
	putting window in door. It would also still be farm and coastguard office but these			
	functions very rarely need the space. GM has emailed Clea and Sheona suggesting this			
	also, with the view that the office will move to Pier Hub when that is developed. The			
	meeting was in favour of this suggestion.			
•	LH asked, were the Directors in favour of the garden veg scheme happening again next			
	year as a community effort? The meeting was in favour and agreed to fund the seeds. LH			
	suggested that she would recommend that the veg garden would be part of any future			
	full time Canna House gardener's responsibility. The meeting was in favour.			
•	LH reported that low quality DVDs of Martin Telser's film were available. He will send link			
	to high quality version once he's completed the festival circuit. Reviewed by Munich Doc			
	Film Festival: 'a very quiet and fittingly somewhat mysterious film about an island a fine			
	poetic commentary'			
•	AM suggested that the IoCCDT pay for fireworks for the community bonfire night. The			
	meeting was in favour.			
	It was suggested that the Canna 10k, the Dark Skies project, and the Canna Snorkeling			
	Trail be considered at the next meeting.			
	as some as at the next meeting.			