

Draft loCCDT 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 <ul style="list-style-type: none"> PH presented the balances for the three accounts: Community Shop A/C £22,378.75. loCCDT 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. Management liability insurance is up to date. Asked everyone who hasn't already to pay their shop tabs. 	Empty big freezer and turn off	IM	
3. NTS Ranger appointments <ul style="list-style-type: none"> 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 	Circulate plan for candidate visits, NTS	IM / LH	

<p>then a drop in session timetabled so that everyone has the opportunity to meet candidates. The whole community would then meet and discuss objective feedback to the NTS. The meeting was in favour of this proposal.</p> <ul style="list-style-type: none"> • 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 • Once dates are known, a draft timetable to be circulated (LH/IM) • NTS Desirable Criteria to be circulated to wider community, with additional suggestions – experience of community volunteering, island fit. This to be drafted and circulated to directors to be signed off first (IM/LH) • It was suggested that the community might wish to request more of an input into the NTS Desirable Criteria in the future. 	<p>Desirable Criteria, and finalised programme with agreed dates</p>		
<p>4. Update on community projects</p> <ul style="list-style-type: none"> • LH will circulate draft Gantt chart which Andrew Prendergast (AP) has made of development activities to community, and to NTS. LH reported: • 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 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 decarbonisation of the island has been successful, and £17,400 has been awarded. 1.5 days free help has been sourced from 	<p>Circulate Gantt chart</p> <p>Keep tabs on NTS progress re land disposal</p>	<p>LH</p> <p>AP/?IM</p>	

<p>5. Defibrillator update</p> <ul style="list-style-type: none"> • 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. • 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 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. 	<p>Arrange training and inform community of dates</p> <p>Report back Co-op's decision</p>	<p>PH</p> <p>LH</p>	
<p>6. CREEL update</p> <ul style="list-style-type: none"> • 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 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. 	<p>Chase turbine part</p>	<p>GM</p>	
<p>7. Shop update</p> <ul style="list-style-type: none"> • 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 			

<p>dispensers for cleaning materials, so that customers can refill from these.</p> <ul style="list-style-type: none"> • Legal structures are being reviewed, see VAT issue in Community Projects above • Winter cleaning rota is out • PH will take recycling out of commission for the winter – so they don't fill up with water • 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. 			
<p>8. COVID update</p> <ul style="list-style-type: none"> • 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. 			
<p>9. MOWI update</p> <ul style="list-style-type: none"> • MOWI visited in October and provided visualisations for the proposed site. These are behind the bar in Shearing Shed and available to view. 			
<p>10. Co-opt Indi Carnie as a co-opted director</p> <ul style="list-style-type: none"> • LH proposed, GM seconded. IC accepted as a co-opted Director. 			
<p>11. New secretary system</p> <ul style="list-style-type: none"> • 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. • IC has responsibility for meeting organisation, agendas and minutes. • LH apologised for the late notice of this meeting which was due to the time constraints of the Ranger appointment process • 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 			

<p>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.</p> <ul style="list-style-type: none"> The meeting confirmed that they are happy for now with this system. 			
<p>AOB</p> <ul style="list-style-type: none"> 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 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 Telsler'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. 	<p>NTS to be informed of recommendation</p>	<p>GM</p>	