



| IoCCDT Directors Meeting March 10 <sup>th</sup> 2020, Shearing Shed  |  |                              |      |
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| Minutes  |  |                              |      |
| <b>Present</b> Gerry Mackinnon Chair (GM), Pete Holden Treasurer (PH), Anna Munro (AM), Liz Holden Secretary (LH) , Isebail Mackinnon (IM), Fiona Hutton (FH), Winnie Mackinnon (WM), Caroline Mackinnon (CM), Gillian Gibson GG (observer), Mike Butler MB (observer), Andrew Prendergast AP Development Manager (observer)   |  |                              |      |
| <b>Apologies:</b> Gareth Cole (GC)   |  |                              |      |
| Agenda items   | Action agreed  | Who                          | When |
| GM welcomed AP to his new role and those present introduced themselves. AP explained why he was so pleased to take up the role of Development Manager on Canna   |  |                              |      |
| <b>1. Matters Arising from Dec</b><br>Minutes of the last meeting accepted <ul style="list-style-type: none"> <li>• <b>Dark Skies</b> - MB reported that he has sent an application off to and is waiting to hear if there is anything that is still required.</li> <li>• <b>2020 10k trail run.</b> <ul style="list-style-type: none"> <li>○ LH read out an email from GC about slight changes to the alcohol license for the ceilidh. The meeting agreed to take a pragmatic approach to enabling GC to meet these requirements</li> <li>○ LH asked for the number of marshals that we know will help. So far 17 people available</li> <li>○ A meeting of key people to be held w/b March 23</li> </ul> </li> <li>• <b>Defibrillator</b> LH said that SSE are not sure if they are running the 'Resilient Communities' grant fund during 2020. All agreed that we could do with 2 defibrillators. Co-op, NTS and CREEL were suggested as possible funders</li> </ul> | MB to report back<br><br>AM to contact GC and see what signs might be needed<br><br>AM to organise meeting<br>LH find out cost of 2 and investigate other grant fund sources | MB<br><br>AM<br><br>AM<br>LH |      |
| <b>2. Development Manager</b> <ul style="list-style-type: none"> <li>• The meeting formally agreed to the IoCCDT contributing £6433.34 (i.e. 1 day pro rata plus pro rata expenses) from its own funds for the Development Manager. NTS will contribute £12866.68 (i.e. 2 days pro rata plus pro rata expenses). Expenses will be a maximum of £2500. Annual pro rata payment £28,000.</li> </ul>  |  |                              |      |

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| <p><b>3. Finance</b></p> <ul style="list-style-type: none"> <li>PH presented the balances for the three accounts and explained that the money from NTS and loCCDT to pay for the housing and Coroghon Barn appraisals and the DM hours is in the old CREE fund as restricted funds. The other two bank accounts have healthy balances.</li> <li>GM mentioned the increase in charge for the moorings to £15.00 from beginning of April</li> </ul>  | <p>Update template<br/>Update website</p>  | <p>IM<br/>AM</p>                   |  |
| <p><b>4. Just Enterprise</b></p> <ul style="list-style-type: none"> <li>Everybody was thanked for taking part in the survey. A copy of the report has been circulated and has already been useful for the Coroghon Barn appraisal application</li> <li>AP suggested that it would be useful for all directors to write a brief paragraph as a short biography</li> <li>IM to speak to Karen Maclean-Yuille to see whether they will do anything further. The community would be interested in organising another meeting of the Isle of Canna Community Task Force if there is a focused agenda.</li> <li>AP would be interested in this and will catch up with HIE to see what the situation is regarding their help</li> </ul>   | <p>All directors write short biography<br/><br/>Follow up from report<br/><br/>Follow up with HIE</p>  | <p>All<br/><br/>IM<br/><br/>AP</p> |  |
| <p><b>5. CREEL update</b></p> <ul style="list-style-type: none"> <li>GM said that Sheona Leonard has not been able to contact Deselec re the generators and that she intends to put her in touch with an engineer in Fort William who could look at both generators and assess the maintenance needs. The meeting agreed.</li> <li>The meeting agreed that Craig Martin (CrM) should buy the more expensive flow meter</li> <li>GM has bought 40m of cable to provide emergency phone cover in the inverter shed. It can be laid out when required and the length across the yard covered with a board.</li> <li>FH said that SD Wind would come out in the next weather window. We need them to come before Easter</li> <li>FH reported that the problem with Sunny Portal was due to an update. It is still not fixed and we are not alone. We don't know if the energy performance is being recorded</li> <li>GM asked that the maintenance teams keep all the sheds brushed and tidy when they do</li> </ul> | <p>Contact engineer in Fort William<br/>CM to tell CrM to buy flow meter<br/><br/>Follow up again<br/><br/>Maintenance team keep sheds swept</p> | <p>GM<br/>CM<br/><br/>FH</p>       |  |

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| <p>their monthly checks</p> <ul style="list-style-type: none"> <li>• Sand bags are in place by the doors to the inverter and battery sheds in the Square. When dry they can be stored in the sheds.</li> <li>• The draft protocol for new customers for the Canna grid was agreed.</li> <li>• GM continues to contribute to Off Grid Islands forum which is now looking at a wider remit than just off grid electricity supply. She thinks that the NTS are creating a post for somebody to look into the NTS becoming carbon neutral. They may be able to contribute</li> <li>• Sheona Leonard has suggested that because NTS was charged 20% VAT they have to pass it onto us. Not clear about this but can claim it back through CREEL so not a big issue.</li> <li>• The queried invoice from NTS has now been agreed and paid</li> <li>• If the upcoming budget reduces the subsidy on red diesel, CREEL will need to keep an extra eye on costs</li> <li>• The final accounts have now been signed and will be sent back to the accountants</li> </ul> | <p>Take photo of sandbags in place for insurance</p> <p>LH to send this plus the photo and a copy of the electricity supply agreement to IM to put onto CREEL dropbox</p> | <p>FH</p> <p>LH /<br/>IM</p> |  |
| <p><b>6. Visitor Interest Survey</b></p> <ul style="list-style-type: none"> <li>• LH asked the meeting if they thought that it would be useful to undertake a survey of visitors to provide information for Coroghon Barn and the bunkhouse projects. Discussion took place and AP suggested that it would be a lot of work to do a paper survey and that an online survey might suffice. Thought would need to be given to the questions to be asked.</li> </ul>  |   |                              |  |
| <p><b>7. Canna Emergency Plan</b></p> <ul style="list-style-type: none"> <li>• LH explained that this had come out of a conversation with Sheona Leonard over non-NTS staff entering Canna House in an emergency, if NTS staff are all away from Canna. SL, having spoken to the NTS insurer, thinks that a statement in an emergency plan to outline how this would work would cover insurance issues. Donald Mackenzie had also been intending to write an emergency plan for Canna and SL offered the Inverewe copy as a possible template. The tabled document should be seen as the draft of a set of</li> </ul>  | <p>Complete the document and make sure that it covers the insurers concerns re entry to Canna House. Put copies in place.</p>   | <p>LH</p>                    |  |

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| <p>scenarios with telephone numbers and procedure outlined for each scenario. Copies could be kept in the Inverter Shed, Canna House, Harbour and with the Ranger service.</p>  |   |                  |  |
| <p><b>8. Water update</b></p> <ul style="list-style-type: none"> <li>GM reported that High Water had been out and undertaken a survey. They have suggested a corner below the middle Tighard gate as a suitable site for a bore hole and a single water filtration point. High Water will cost and present to NTS</li> </ul>  |   |                  |  |
| <p><b>9. Rhu</b></p> <ul style="list-style-type: none"> <li>LH said that she had asked both NTS and the Church of Scotland to give IoCCDT a statement of their understanding of ownership and current maintenance responsibility for the Rhu.</li> <li>The Thom family would need to be contacted should any move be made by the community to become involved with the future of the Rhu. Stewart Goudie (Minister) would be the person to ask re contacting the Thoms.</li> <li>Fiona Mackenzie is placing a new display of photos in the Rhu this summer</li> <li>GM reported a hole in the boundary wall</li> </ul>  |   |                  |  |
| <p><b>10. Housing update</b></p> <ul style="list-style-type: none"> <li>GM said that the site investigations had been undertaken successfully for 4 sites that might be suitable for housing (3 preferred and 1 backup). The only problem is that the houses might need to be 5m above the high water mark. This would take them 'out of line' with the other properties and might need discussion with HC Flood team and Planning. The preferred site is site to the west of New House, followed by the site to the east of New House and then the site in the Rhu Park. The backup site is in Coroghon Park.</li> <li>HSCHT had sent a final draft report which still has a few typos</li> <li>AP will follow up with HSCHT and find out what happens next</li> </ul> | <p>Send in note of worst typos to HSCHT<br/>Contact HSCHT</p> | <p>LH<br/>AP</p> |  |
| <p><b>11. Coroghon Barn</b></p> <ul style="list-style-type: none"> <li>AP reported that the application for the feasibility study had been completed and handed in before the end of February. We should know if it has been successful by April 20<sup>th</sup>. Three quotes were obtained for the works</li> </ul>   |   |                  |  |

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| <ul style="list-style-type: none"> <li>The meeting formally agreed that the IoCCDT should provide £2500 from its own funds to match fund with NTS (£5000) and Architectural Heritage Fund (£7500) for the feasibility study for Coroghon Barn.</li> </ul>  | <p>Ensure that IoCCDT confirmation and NTS confirmation for AHF contributions sent to AP</p>   | <p>LH</p>                     |  |
| <p><b>12. AOB</b></p> <ul style="list-style-type: none"> <li>MB reported that the Biosecurity for LIFE team have agreed to supply 10 rucksacks with educational contents (eg hand lens, binoculars) for visitors to take out when they visit Canna. The meeting thought that this was a good idea. GG and MB will try and keep tabs on the rucksacks and make sure that the contents stay intact.</li> <li>Leaflets – NTS have published a harbour leaflet and text for an island leaflet will shortly be sent to the community for comment. There will also be 2 walks leaflets and a Canna House leaflet</li> <li>GM asked that the rat removal interpretation sign be moved from the Square to a more appropriate site near the pier.</li> <li>GG asked if the meeting thought that a visit by a classical musician sometime during May or June would be well received. The meeting thought that it would. Half the ticket sales would go to Medicine sans Frontiers</li> <li>IM said that she would stock the shop for the first week in April</li> <li>The benches need to be painted and the shop spring cleaned before the end of March</li> <li>A community beach clean along the Tarbert road will take place in early April. Arisaig and Morar environmental groups might be persuaded to help with this.</li> <li>GM suggested buying an upright fridge for drinks in the Shearing Shed. All agreed</li> <li>LH suggested putting a regular item on the agenda for NTS so that staff could send a paragraph updating on Canna House / harbour and any Ranger items to report</li> </ul> | <p>MB to speak to Donald Mackenzie</p> <p>GG liaise with musician to see when would be the best time to visit</p> <p>GG and MB to organise a date with GM. IM to contact Morar and Arisaig groups<br/>Look at fridges / bottle coolers and price</p> | <p>MB</p> <p>GG</p> <p>GM</p> |  |
| <p><b>13. Date of next meeting</b></p> <ul style="list-style-type: none"> <li>TBC</li> </ul>   |  |                               |  |