



Minutes of IoCCDT Meeting held on 21st June 2023 at 4pm in The Inverter Shed

PRESENT: GERRY MACKINNON (GMK) (CHAIR), WINNIE MACKINNON (WMK), ISEBAIL MACKINNON (IMK), GARETH COLE (GC), CAROLINE MARTIN (CM), AILEEN COLQUHOUN (AC), ANDREW PRENDERGAST (AP) (ONLINE), MARGARET WILLINGTON (MW) (MINUTES)

Agenda Item	Minute	Action Point & by Whom
1.Introductions & apologies	APOLOGIES: PETE HOLDEN (PH), JANE BASER (JB)	
2.Minutes of previous meeting	APPROVED	
3.Conflict of Interest	NONE	
4.Matters arising/AP's	Action points: Shop shed report	IMK to follow up
	Hen Run Patch Business case	IMK and MW to work on this
	Canna 10K: Date - Saturday 25th May. Low tide is at 2pm. Start the race at 12pm. Need to inform NTS of the date.	
	Housing: Loan agreement from Scot Govt has not yet come through to sign	AP to chase
	Moorings: Bidwells letter	IMK to follow up



	NTS Archeology Graveyard Project - Clea Warner (CW) is going to speak to Derek Alexander (DA)	GMK to follow up with DA re proposal.
5.Finance	PH circulated a Finance report prior to the meeting	
6.Development Manager update	Housing: Plot sales - Now at the final stages of legals and getting the Scottish Land Fund (SLF) to approve the grant. It has been sent to the solicitor as NTS have put in a preemption clause which SLF do not accept in any form. It is hoped the NTS will remove the preemption clause. This only arose in the last few months when we saw the disposition. It means the final sale will be delayed past the end of July.	
	Housing: Design work - C&B have now been appointed as well as the engineers. The first project meeting has taken place and C&B have done some initial designs which are being looked at by CHT. These will then be sent to the Canna community to review. As above, the Scot Govt loan agreement has not come through yet.	AP to follow up Scot Govt loan agreement.
	Visitor Hub: We now have the full funded package. Waiting for the final confirmation on the final price from the contractor. CW says that NTS are happy with all the funding offers. AP has spoken with HIE re the £20,000 on offer and NTS are now going through the process of applying for this funding which will be used against contingency. All have agreed on the lease so no reason why the project cannot now move forward.	
	Visitor Hub: There are now 3 key areas which loCCDT will need to start working on in earnest. <ol style="list-style-type: none"> <li>1. Laundry fit out - need to decide on whether machines are leased or bought outright and look for funding for this.</li> <li>2. PV's on the roof - CREEL to install these and CARES funding is available for this.</li> <li>3. NHS Highland - pick up with them about the use of the room, confirm terms and think about fit out.</li> </ol>	1.IMK and MW to follow up. 2.IMK and MW to follow up 3.AP to follow up
	Coroghan Barn: 2 preferred tenders back. We said to both about the max budget of £75,000 with a possible additional £15,000. The 2 firms will come back over this coming weekend with proposals for budget spend. We will need to make a decision soon after so we can spend some of the funding.	AP to send revised proposals to CB sub group by Monday to review.



	Coroghan Barn: Ownership - agreed to a Memorandum of Understanding that sets out the NTS involvement and role in the project and community ownership of the building.	
7.Canna Partnership - 19th meeting	AC circulated meeting notes prior to this meeting. Apologies for the delay in getting the meeting notes out.	
	NTS Staffing - Directors need to think about what roles are needed for Canna. It was agreed that we cannot look at island accommodation until we have looked at roles needed.	MW to arrange Directors meeting to discuss staffing and accommodation.
	It was acknowledged that it was beneficial to have James Dean, NTS Business Manager for Highland and Island Region, at the CP meeting.	
8.CP Review	Ailsa Raeburn (AR) and Clea Warner (CW) were in attendance. AR to create a CP Review Report. It has been proposed that the CP meetings move to being held every 6 weeks so that CW can attend. All agreed to try the 6 weekly meeting schedule. If an issue arises within the 6 weekly time period, then a quick, emergency meeting can be called to discuss, if necessary.	MW to draft meeting dates and circulate.
	There was a discussion about the CP Reps rota. All agreed that 1 person should rep all the time and then another person should rotate every 3 months.	MW to draft CP Reps rota and circulate.
	There was a discussion about the draft letter to Phil Long, NTS. All agreed to amend the letter before sending the draft to CW.	Draft to be circulated to Directors in first instance.
9.Projects/sub groups		
a.Dark Skies	Ranger taking this on	IMK to send Dark Skies



		info to Ranger
b.HUG/HDG	MW requested edits for minutes of last meeting. CW has spoken to Glyn Young (GY) about the Canna Harbour Development Plan which is a capital project for NTS. MW has emailed CW to set up meeting with the community with GY.	MW to follow up with GY
c.Highland Council	PH to sort out school grounds on his return from St. Kilda.	
d.Decarbonisation	Meeting with Scene to be set up to discuss Zuos boxes and project continuation	MW to follow up
e.Canna 10K	It was highlighted that the above weekend is also a bank holiday so it could potentially be a busy weekend on Canna.	
10.Administrator update	Snorkel Trail - this is now moving onto site specific details. Next up will be a community consultation in August/September. Site visits and risk assessments will then be carried out in September - both onshore and in water.	
11.NTS Staffing & posts	As above	
12.Community Enterprises - CREEL, Shop, Moorings	CREEL - a new toilet and wash hand basin has been installed in the engine shed. Simpsons have installed these however a new partition wall is yet to be erected. Jamie McIntyre is coming next Saturday to service the generator and to look at the leak in the diesel tank.	
	Shop - All happy with the shop. Dougie McIver is coming out in September to build the new shed. The lease will need to be finalised before then. Fiona Mackenzie is giving AC all the details about how to order books for the shop.	GC to transfer SumUp details to Canna Trading Ltd.
13.Island	To be discussed at staffing meeting	



Accommodation		
14.AOB	GMK has received a £50 donation to IoCCDT from one of her visitors. Calmac meeting on Monday - booking system to be raised.	