



**DRAFT\_Minutes of IoCCDT Meeting held on 24th May 2023 at 4pm, The Inverter Shed**

**PRESENT: GERRY MACKINNON (GMK) (CHAIR), ISEBAIL MACKINNON (IMK), PETE HOLDEN (PH), WINNIE MACKINNON (WMK), AILEEN COLQUHOUN (AC), ANDREW PRENDERGAST (AP) (ONLINE), MARGARET WILLINGTON (MW) (MINUTES)**

<b>Agenda Item</b>	<b>Minute</b>	<b>Action &amp; By Whom</b>
<b>1.Introductions &amp; apologies</b>	APOLOGIES: <b>CAROLINE MARTIN (CM), JANE BASER (JB), GARETH COLE (GC)</b>	
<b>2.Mins of previous meeting</b>	APPROVED	
<b>3.Conflict of Interest</b>	NONE	
<b>4.Matters arising/Action points</b>	Finance - Treasurer handover between <b>PH</b> and <b>AC</b> in progress. Bank Signatories update in progress.	
	Shop Shed report to <b>HC</b>	<b>IMK</b> to progress
	Hen Run Patch - Business case	<b>IMK</b> and <b>MW</b> to progress
	Volunteers List - Directors can update the spreadsheet circulated by <b>MW</b> . It will automatically update.	<b>ALL</b> to add items to list

5.Finance	PH circulated a summary prior to the meeting.	
	Projects account - <b>NTS</b> match funding has come into the account as well as the funding from Foundation Scotland for CB.	
	<p>Canna 10K - <b>PH</b> has pulled together some rough figures and it has broken fairly evenly overall. There may be some further sponsorship from island businesses to come in.</p> <ul style="list-style-type: none"> <li>● It was agreed that the ticket price for the ceilidh could be raised next year.</li> <li>● Food for sale in the evening wasn't immediately obvious so more can be done to promote that.</li> <li>● The feedback from participants and supporters was that the weekend was amazing. Everyone had a really good time and there are a lot of posts on social media platforms about how enjoyable it was.</li> <li>● Date to be decided for next year as people are already asking.</li> </ul>	Date for next year to be decided.
6.Development Manager update	<b>Housing</b> - still waiting to conclude on the housing plots. The titles have gone back to <b>NHMF</b> and are now sitting with <b>NTS</b> . It would be good to get some publicity around this once concluded on the plot sales.	
	<b>Housing Design</b> - The development fund from <b>HC</b> has come through and our solicitor has gone back with a few queries on the loan agreement (none of which major). <b>AP</b> has met with <b>CHT</b> who will formally appoint <b>C&amp;B</b> . All agreed that <b>GMK</b> will sign off on loan agreement on behalf of <b>IoCCDT</b> .	<b>AP</b> to send agreement to <b>MW</b> when it comes through. <b>GMK</b> to sign.
	<b>Housing Capital fund</b> - We need to start thinking about the capital build funding. <b>HC</b> Communities Regeneration Fund will open this summer. <b>AP</b> is in contact with them regarding initial EoI.	
	<b>Coroghan Barn</b> - We now have the funding from <b>CES</b> . The <b>PD</b> has gone out to tender with a shortlist of 6 firms selected to put in full tenders. These are due back on 30.05.2023. It would be good to have a meeting in the first week of June to go through tenders and scoring. <b>AHF</b> requires 3 quotes as well as design, business plan, operational plan and conservation plan.	<b>MW</b> to arrange tender scoring meeting.
	<b>Coroghan Barn Ownership</b> - A suitable solution has not yet been found. It will depend on what various funders require. It was discussed at the <b>CP</b> meeting last week. <b>CW</b> has suggested a written proposal which can be used to take to EXCO. It was	



	acknowledged that crowdfunding under community ownership would be more successful.	
	<b>Visitor Hub</b> - Our funding bid to the Islands Programme has been approved so we should have the full budget needed. There is a MPM meeting next week. <b>RD</b> have gone back to the 2 firms tenders for the full original design. We will need to start picking up the details of the laundry fit out.	
	<b>Visitor Hub Lease</b> - <b>AP</b> is chasing this with the solicitors. The lease will need to be confirmed and signed off.	
	<b>Rhu Church</b> - <b>MW</b> still chasing Heads of Terms with <b>CofS</b> .	
	<b>Development Plan</b> - still waiting for comments from <b>NTS</b> .	
	<b>Decarbonisation</b> - still waiting for the report from <b>Locogen</b> .	<b>MW</b> to chase.
<b>7.Canna Partnership - 18th meeting</b>	<b>IMK</b> and <b>AC</b> circulated notes after the meeting.	
	<b>Change House Barn</b> - <b>IoCCDT</b> asked for an update about what <b>NTS</b> plans to do with the building following the options appraisal feedback. The building needs to be stabilised first.	
	<b>Conservation/Land Management Plan</b> - <b>NTS</b> highlighted that this was a starting point, not a finalised document. Next step is a round table discussion to progress. There was a discussion around good communication with the relevant people.	<b>MW</b> to set up meeting.
	<b>Hanging Keeps</b> - <b>NTS</b> will have a licence system.	
	<b>Seasonal Ranger</b> - will be at <b>NTS</b> Inverness office for 2 days for induction then will come to Canna on 2nd June. There was a discussion about new people starting work on the island. There is currently no line management on the island. There was a discussion about the various duties involved in the post and recruitment processes. <b>NTS</b> will continue to recruit for a full time Ranger from October onwards.	<b>IoCCDT</b> to look at shortfall in duties on Canna and take to <b>CP</b> .



<b>8.Projects/Sub groups</b>	a.Visitor Hub - as above	
<b>b.Dark Skies</b>	The new seasonal Ranger is keen to progress this.	
<b>c.Housing</b>	As above	
<b>d.Coroghan Barn</b>	As above	
<b>e.HUG/HDG</b>	Meeting took place in April. Any new development will go through the community including the vehicle and traffic management plan for <b>Calmac</b> .	
<b>f.Highland Council</b>	<b>PH</b> now has all the kit for doing the garden.	
<b>g.Canna 10K</b>	As above. Equipment will be put back in the loft using the forklift tomorrow. Cone at Tarbert - There needs to be a marker put in at this point in the course.Markers are all orange and inputted into the GPS. New start and finish points worked well this year.	
<b>9.Administrator update</b>	New <b>NTS</b> Canna Bird leaflet - <b>SL</b> will issue draft for comment Organising various on island meetings Bio Security Handover of CREEL invoices to <b>VC</b> .	
<b>10.Staffing - NTS posts</b>	Various roles on Canna now need to be reviewed and discussed at the <b>CP</b> meetings.	
<b>11.Community</b>	<b>CREEL</b> - Jamie MacIntyre will be coming out in July to carry out a generator service. He will also have a look at the second	



<b>Enterprises - Shop, CREEL, Moorings</b>	generator.	
	<b>CREEL</b> - Generator maintenance team to check diesel levels in the tank and inform <b>MJ</b> if it gets low. It was agreed that <b>MW</b> can leave the rota.	<b>MW</b> to ask community for volunteers for battery checks.
	<b>Shop - VC</b> now doing the shop cleaning contract. There was a discussion about how best to advertise what produce is in the shop including facebook videos and other social media posts as well as photos on the website. A craft shop would be good but currently no suitable premises.	
	<b>Shop</b> - cruise boat customers are usually travelling via Easyjet so have baggage restrictions and they are well catered for on board the cruise boats with gift shops. Cruise boat customers like chatting to locals so it might be beneficial to reinstate the cruise boat rota. Having cakes in the shop worked well.	
	<b>Moorings</b> - annual inspection has been completed. Letter from Bidwells about the rise in seabed rental shared.	IMK to follow up with Bidwells.
<b>12.Island Accommodation</b>	Old caravan has been removed and Simpsons have installed a new one. <b>MW</b> has moved to Doirlinn.	
<b>13.AOB</b>	<b>NTS Archeology - Derek Alexander</b> has suggested carrying out an archeological dig at the old chapel in the graveyard. He will come with his usual volunteers but keen for community involvement. This would be a good starter project for wider island archeological interpretation. <b>NTS Archeology</b> documents to be added to shared files.	<b>IMK</b> and <b>AC</b> to take to next <b>CP</b> meeting. <b>GMK</b> to ask <b>DA</b> to write proposal for project.



	Stone in graveyard has been lifted and elevated to a better position. <b>NTS</b> Path Team has done a great job in the graveyard.	
	<b>CP Review</b> meeting next week - There was a discussion about <b>IoCCDT</b> expectations of the <b>CP</b> .	<b>ALL</b> to feed into review meeting.
	Morrison's Shopping Delivery - most are happy with the service from the COOP but agreed it was good to have options. More use could be made of Williamsons to deliver to the community.	<b>AC</b> to email community to gather opinion.
	Canna House Garden Interpretation	<b>MW</b> to meet with <b>WMK</b>