



<b>IoCCDT Directors Meeting 29 June 2021, Inverter Shed</b>			
<b>Minutes</b>			
<b>Present</b> Gerry Mackinnon Chair (GM), Pete Holden Treasurer (PH), Liz Holden Secretary (LH) , Isebail Mackinnon (IM), Winnie Mackinnon (WM), Caroline Mackinnon (CM), Fiona Hutton (FH), Chloe Nicholson (CN) (NTS Ranger)			
<b>Apologies:</b> Gareth Cole (GC), Indi Carnie (IC), Anna Merrick (AM)			
<b>Agenda items</b>	<b>Action agreed</b>	<b>Who</b>	<b>When</b>
<b>1. Matters Arising</b> <ul style="list-style-type: none"> <li>Minutes of the last meeting accepted</li> <li>LH reported that the letter regarding the future of Doirlin had been sent and acknowledged.</li> <li>IM reported that she is still working on setting up a bank account for the Canna Trading Ltd.</li> <li>LH reported that Andrew Prendergast (AP) has found an architect to take on the multi purpose hub – Rural Design based on Skye. AP had asked if somebody could approach Dr. Kermorgant regarding use, size and funding for the possible doctor’s consulting room</li> </ul>	Speak to Dr Kermorgant	IM	Next visit
<b>2. Finance</b> <ul style="list-style-type: none"> <li>PH can circulate the full update if anyone wishes to see it</li> <li>Shop account £11,922.59</li> <li>Main account £3227.05</li> <li>Restricted funds account £14,796.91</li> <li>Accounts have gone to the accountants</li> </ul>			
<b>3. Ranger update</b> <ul style="list-style-type: none"> <li>CN is chasing Willie Fraser for an update on visits by Operation Raleigh. CN is still happy to receive suggestions for project work</li> <li>The NTS ranger vehicle will be back this week following repairs.</li> <li>NTS are proposing a new online booking service for activities and it is hoped to link this to island businesses. CN is still waiting for an update on progress.</li> <li>CN asked for a meeting with GM to take forward a land management schedule.</li> <li>CN has been strimming paths and has cleared the bench on the Tighard path. WM said that it was put in by the</li> </ul>			

<p>Thoms for the ladies to enjoy the view (before the trees grew tall!).</p> <ul style="list-style-type: none"> <li>GM asked if the map given to the footpath team had been replaced. CN said no but that it would be possible to order a new one</li> <li>LH asked about cruise boat expectations regarding tours.</li> <li>IM asked when CN was in the office. CN said that she could be there between 9 and 10am as she is cleaning in the Square around then. Updated signs on the door would help people to know where the ranger office is and the day's work plan.</li> <li>CN mentioned that the internet was not working in the office. It was suggested that this might be the responsibility of Hebnet rather than NTS IT. LH said that the contact info for Hebnet is in the 'Welcome to Canna' pack.</li> </ul>	<p>Order a new map</p> <p>Contact NTS Travel Trade for further info</p> <p>Create temporary sign for door</p> <p>Contact Hebnet</p>	<p>CN</p> <p>CN</p> <p>CN</p> <p>CN</p>	<p>Asap</p> <p>For next boat asap</p>
<p><b>4. Fundraising for housing project</b></p> <ul style="list-style-type: none"> <li>LH reported that we still need to raise £160,000 for this. As a community, Canna needs to work on this as well as the approaches that AP will make to appropriate trust funds.</li> <li>The meeting agreed that the poster tabled should be put up on island to catch visitors. It was agreed to remove the 10k race photo with a picture from the opening of CREEL.</li> <li>Add info on where to put donations onto poster (shop donation box / crowd funding website link)</li> <li>IM will create a crowd funding web page using one of the platform sites</li> <li>GM asked what might happen if the money was not raised – would reducing the build to 2 houses help? IM was confident that the money could be raised.</li> <li>A fund raising letter was tabled and it was agreed that this be sent out to local supporters.</li> </ul>	<p>Send new image to LH</p> <p>Get permission to use Paul Wheelhouse image</p> <p>Add text to poster</p> <p>Sort crowd funding page and send link to LH</p> <p>Ask AP about the impact of reducing the build</p> <p>Put text onto headed paper.</p> <p>IM and GM to</p>	<p>FH</p> <p>FH</p> <p>AM/LH</p> <p>IM</p> <p>LH</p> <p>LH</p> <p>IM /</p>	<p>Asap</p> <p>Asap</p> <p>Asap</p> <p>Asap</p> <p>Asap</p> <p>Asap</p> <p>asap</p>

	organise distribution	GM	
<b>5. loCCDT admin support</b> <ul style="list-style-type: none"> <li>LH explained that the amount of admin is rapidly becoming more than can be fitted around a full time job. The amount is likely to increase over the next 3 years as projects take shape on the ground. LH mentioned a range of funding sources (waiting to hear from DTAS / grant applications for both housing and Coroghon Barn. NTS / loCCDT / CREEL as match funders) that could support 4 days a week. The meeting discussed what could be covered by such a job with a view to writing a job advert and job description. Nothing will happen until funding can be confirmed. Clarify with NTS what they would fund ie just loCCDT?</li> <li>AM will not be able to continue with reading meters and issuing invoices when she leaves at the end of July. FH agreed to take this on until the admin support can be established. The additional meter in the new water treatment shed was noted. Check NTS electricity agreement to see if this needs to be added.</li> <li>LH said that she would continue as Secretary until the admin post could be filled</li> </ul>	Send Eigg job description to LH Write draft job advert and description for circulation Contact Clea Warner Transfer paperwork tp FH Check NTS electricity agreement	IM LH LH PH IM / FH	Asap Asap Asap
<b>6. Policies – Equalities / Complaints / Disciplinary</b> <ul style="list-style-type: none"> <li>LH explained that a recent grant application had requested sight of our Equalities Policy An updated draft was tabled plus new draft complaints and disciplinary procedures. Some edits were suggested and these need to go to the wider community before the next community meeting.</li> <li>Policies could be stored on a password accessible part of the Canna website</li> </ul>	Circulate edited policies to community	LH	Before Aug meeting
<b>7. Website – inclusion of a non – public section for documents</b> <ul style="list-style-type: none"> <li>AM indicated prior to the meeting that she would be happy to continue working on the Canna website and facebook page after moving to Eigg.</li> <li>AM thinks that it would not be difficult to create a members only section on the website for documents like the policies and Emergency Procedures</li> </ul>	Create members only space on Canna website	AM	Asap
<b>8. Canna - NTS partnership update</b> <ul style="list-style-type: none"> <li>Ailsa Raeburn has emailed to say that she is back at work and keen to be involved in the community meeting about the proposed partnership.</li> </ul>			

<ul style="list-style-type: none"> <li>• There will be a zoom meeting for the partnership sub-group July 1<sup>st</sup></li> <li>• The delayed community meeting to discuss this will take place in the first week of August</li> <li>• A short discussion took place to think of a draft name – Canna Partnership Team was most popular.</li> </ul>	<p>Circulate zoom invite Circulate Doodle Poll</p>	<p>LH LH</p>	<p>Asap Asap</p>
<p><b>9. Articles of Association – possible update</b></p> <ul style="list-style-type: none"> <li>• Ailsa Raeburn noted that the objects in IoCCDT Articles do not specifically mention the ability to provide housing or a bunkhouse business. This is probably covered by the generic wording but if there is any doubt, then now would be a good time to change it with an AGM approaching. IM suggested asking DTAS for advice.</li> </ul>	<p>Request advice from DTAS</p>	<p>LH</p>	<p>Asap</p>
<p><b>10. Pathway to decarbonisation – update</b></p> <ul style="list-style-type: none"> <li>• An open zoom meeting was held on June 18<sup>th</sup> with Clea Warner and Sheona Leonard in attendance. An overview of the project was presented by the contractors (Scene.Community). As there is increasing statutory requirement for landlords to move forward with decarbonisation, the NTS will bare considerable responsibility for this.</li> <li>• AP is currently investigating grant funding to enable the CREEL dump load to be properly monitored and to have SMART meters installed in all properties so that electricity consumption can be remotely analysed. Scene.Community are advising</li> </ul>			
<p><b>11. Mowi – update</b></p> <ul style="list-style-type: none"> <li>• GM reported no further contact from Mowi. WM queried some of the information given in the NTS letter. In general the meeting accepted that they NTS are using the precautionary principle given that the site is a Marine Protection Area, rather than exact knowledge of species of particular interest.</li> </ul>			
<p><b>12. AOB</b></p> <ul style="list-style-type: none"> <li>• GM raised the issue of tightening up the use of visiting vehicles on Canna if permitted to come across. Contractor vehicle speed limits also needs to be reinforced. FH left the meeting</li> <li>• IM asked that everybody (visitors and islanders) should use lateral flow tests when coming onto / returning to Canna. She suggested that all accommodation providers include this request in their pre-visit communications</li> <li>• WM mentioned the recent death of a Mallaig fisherman. It was agreed that individuals should send condolence cards if they wished</li> </ul>	<p>Raise at next community meeting  Raise awareness of lateral flow testing</p>	<p>Accom provide rs</p>	<p>August</p>



<ul style="list-style-type: none"><li>• CN talked about some of the communication difficulties that she has and how the community might best be able to support her</li></ul>			
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