



Minutes of IoCCDT Meeting held on Wednesday 20th December 2023 at 4pm, The Inverter Shed

PRESENT: GERRY MACKINNON (GMK) (CHAIR), ISEBAIL MACKINNON (IMK), JANE BASER (JB), CAROLINE MARTIN (CM), GARETH COLE (GC) (ONLINE), ANDREW PRENDERGAST (AP) (ONLINE), MARGARET WILLINGTON (MW) (MINUTES)

Agenda Item	Minute	Action Point & By Whom
1.Introductions & apologies	Introductions: VICKI CRIDLAND (VC) joined the meeting at the start to update about Dark Skies Progress - see item 11a . Apologies: WINNIE MACKINNON (WMK), AILEEN COLQUHOUN (AC) Internet issues: GARETH COLE (GC) and ANDREW PRENDERGAST (AP) left the meeting during item 6. due to internet issues on Canna .	
2. Mins of previous meeting	Approved	
3.Conflict of Interest	None	
4.Matters arising/Action points	Action point to be completed: Coroghan Barn - Heritage Brief - share draft with Directors and arrange meeting to discuss heritage plan	AP & MW to complete
	Action point to be completed: Maintenance Role - draft job description and send to Directors for feedback	IMK to complete
5.Finance	AC sent a Finance update ahead of the meeting.	
6.Development Manager update	Housing Plot Sale - Purchase going through. AP has been in touch with the solicitors and is hoping to receive the Certificate of Title in the new year.	



	Housing Design - meeting was held with NTS and C&B as there were some queries from NTS . All queries were talked through and no outstanding issues. C&B will do some different elevations, sections and 3D modelling. A further meeting will be held in the new year.	
	Borehole - once the borehole report comes through in the new year, planning for the houses will be submitted in February.	
	Visitor Hub - works are ongoing. NHS now has the draft lease agreement for the GP room. The application process to CARES for the PV funding has begun.	
	Rhu Church - AP met with the National Churches Trust Scotland Development Officer to discuss options for funding a feasibility study on the Rhu Church. The upshot is that there is funding available, but we would need a MoU with the Church of Scotland in place first.	
7. Coroghan Barn - 2nd WTA report	Second report has come back from WTA and the design team. The headline cost was noted and would be £6-7million but WTA have identified ways of working with procurement and contractors which may reduce costs. The general consensus is happy with the design and concept. It is a big ambitious project but when compared to the new observatory in Fair Isle, which cost £7.4million, it is of similar scale and regeneration impact.	
	At this stage in the process, there is a break in the contract with WTA . IoCCDT needs to give WTA the go ahead to continue to the next stage.	ALL Directors to read WTA report and feedback by 5th January 2024.
	AP and Clea Warner (CW) are putting together a funding strategy.	
	AP and WTA met to discuss the possibility of formulating a Plan B. This would mean doing the barn only into a flexible community space/ kitchen area. It was agreed that there was little point in reducing the number of bedrooms or changing the size of the kitchen but losing the bunkhouse element may be an option if it proves too costly. The bunkhouse could then be added at a later date or it could be built elsewhere. IoCCDT will need to respond to WTA and give them a steer on Plan B options.	AP to send a summary email outlining the options and what decisions need to be made.



	Internet issues at this stage of the meeting meant that AP and GC left the meeting.	
8.Draft Vacant Property Assets Policy	There was a brief discussion about the policy. Points raised included that providing a Business Case may not be appropriate for a building being proposed as a dwelling and a clear process will need to be written.	ALL to send feedback to MW .
9.Canna Partnership update	IMK and CM updated the meeting on the last CP meeting. Meeting notes were sent out after the meeting. Recruitment - Adverts for the Ranger and Pier Manager roles will be going out on January 17th 2024 .	
	NTS Budget - CW will bring budget to January CP meeting.	
	Endowment Fund - IoCCDT would like a full history of the fund. NTS have said that they only have 6 years of records.	
	Maintenance Manager role - There was a discussion about the role including how the salary will be split, not taking on the liability but the management of maintenance and how the role will be managed. IMK has contacted MICT to get further input on how the SLA with NTS works for them.	IMK to send draft job tasks to Directors .
	V&M - more work is needed on this and there is a deadline of 24th January 2024 . Once CW has done AP's track changes version then resend out to IoCCDT to further edits.	MW to send CW AP's track changes version.
	Mobile Mast - there was a discussion about the progress of the mobile mast. This is now sitting with Willy Inglis (WI) to take forward.	
10.NTS Budget	As above.	
11.Projects/Sub Groups		
a.Dark Skies	VC gave an update on the progress of the Dark Skies application. Continuity is important to get the application through.	IMK and MW to give feedback on documents.



b.Tourism Group	There was a meeting with Helen at Wheelie Braw . It was agreed that she would come to Canna to visit.	IMK and MW to write a brief.
	All Tourism group members to meet with Travel Trade	
	Simon Fraser bequest - the money came through to the NTS and NTS have decided on the criteria. IMK has suggested talking to Bob Swann for how the bequest could be spent to support the bird survey. This will need to be discussed further by the community and NTS to ensure the money is spent appropriately.	
c.HUG Development Group	MW is arranging the next meeting date.	
d.Highland Council	MW updated the meeting about recent emails to Mark Rodgers . Fiona Sangster at Highland Council will be visiting Canna in January to have a look at the school.	
e.Decarbonisation	No further update	
12.Administrator update	MW updated the meeting on the Snorkel Trail with the launch proposed for Spring 2024. MW will be going to Sweeney's Bothy in Eigg from 4th Jan to 14th Jan for artist residency to feedback on the potential Bothy Project in Canna .	
13.NTS Staffing & Succession	As above.	
14.Island Accommodation	Island businesses are hoping The Square will be the HMO house for seasonal staff in season 2024 as each business has requested 2 rooms each.	
	The Bothy is available for winter volunteers.	
	Caslum will be full in the new year.	



15.Events 2024	There was a discussion about potential events that are happening in 2024. All agreed that April 2024 was too soon to organise the Canna Open Day but the beach clean could go ahead.	MW and VC to loom at dates and feedback to IoCCDT .
16. Community Enterprises - CREEL, Moorings, Shop	CREEL - IMK updated the meeting on the nose cone replacement on one of the wind turbines. SD Wind are planning on doing this on the next maintenance visit. The maintenance manager could organise these kinds of visits in the future as part of their role.	IMK to follow up with SD Wind on potential maintenance visit.
	Shop - New shed needs to be discussed and planned. Dougie McIvor is coming to Canna from 28th Jan to 4th Feb 2024 . JB is now doing the bookkeeping for the shop.	MW to organise next shop development meeting.
	Moorings - GC to organise next service of the moorings. New labels needed on the moorings possibly including a QR code for payment. An increase to the nightly cost of the moorings needs further discussion.	MW to remind GC .
17. AOB	Emma Roddick MSP - IMK and MW attended an online meeting to discuss island depopulation.	
	Lochaber National Park proposal - Lucy Conway has attended a few meetings. The Small Isles , as a whole, may decide not to be included in the national park.	
	West Highland Energy Centre proposal - IMK and MW attended a meeting to discuss the proposed centre for excellence for renewable energy. A steering group has been formed to take this forward.	