

IoCCDT Meeting Jan 10 <sup>th</sup> 2019, Shearing Shed			
Minutes			
<b>Present</b> Gerry Mackinnon Chair (GM), Anna Munro Treasurer (AM), Liz Holden Secretary (LH), Isebail Mackinnon (IM), Pete Holden (PH), Fiona Hutton (FH), Winnie Mackinnon (WM)			
<b>Apologies</b> Gareth Cole			
Agenda items	Action agreed	Who	When
<b>1. Matters Arising from Nov 13<sup>st</sup> 2018</b> <ul style="list-style-type: none"> <li>GM is working on the existing defibrillator overhaul and looking into adding a second machine.</li> <li>Minutes of previous meeting accepted</li> </ul>	Continue to investigate	GM	
<b>2. Finance</b> <ul style="list-style-type: none"> <li>AM presented the current bank balances which remain largely unchanged from the previous meeting.</li> </ul>			
<b>3. CREE / CREEL update</b> <ul style="list-style-type: none"> <li>The power outage in December caused by water ingress at the pier shed was discussed and a number of issues arise: <ul style="list-style-type: none"> <li>The need for a landline phone in the inverter shed as currently the internet goes down when power is off</li> <li>Could an independent power source in the event of a power outage, be made available to Hebnet as now separated from BT generator</li> <li>Be aware of need for emergency cover on island for CREE issues including generators when key persons are all off island e.g. Christmas</li> <li>Emergency access to all properties including Canna House</li> <li>Technically the metre at the pier is CREEL responsibility but the problem was caused by the building failing i.e. water ingress. Should costs</li> </ul> </li> </ul>	Contact Open Reach and Charlie Doran to see what is behind the jack in the shed.  Contact Ian Bolas  Publish emergency cover rota to community as required Ask Gillian and Mike (rangers) and Alan Rankin Ask Donald (harbourmaster). JA suggested asking SSEC to come and replace the metre and	GM  GM  FH  LH GM	asap  asap  as necessary  asap asap

<p>incurred be settled by NTS or at least jointly paid? In addition need to check that the yellow box (JA assumes is the consumer unit/distribution box containing individual fuses and breakers for the circuits in the shed) is safe to use. If not the latter is NTS responsibility to replace. Meantime electricity use is not metered.</p> <ul style="list-style-type: none"> <li>• There are still a number of issues that need to be resolved or set in motion: <ul style="list-style-type: none"> <li>○ IM reported that Co-op bank does not offer escrow accounts. The meeting agreed that a specialist company be approached to undertake this</li> <li>○ Draft a basic agreement with NTS on use, gauge reading and billing for diesel used</li> <li>○ Additional PV panels to come out of contingency remainder. NTS agreement given and planning permission applied and paid for. Quote received from Steve Wade, excluding scaffolding – investigate scaffolding. Speak to Alan Rankin about simple agreement</li> <li>○ Check whether maintenance contracts with Wind &amp; Sun Ltd and SD Wind need final approval and also whether all instructions and manuals sent</li> <li>○ Project evaluation for SSE grant still to be completed</li> <li>○ Insurance is still in the final stage of completion. Send details to NTS when received. Chase up to see where it is.</li> <li>○ Agreement with the NTS about the fuel tank and the older generator still waiting for meeting with Alan Rankin. Establish generator ownership before attempting repair.</li> <li>○ SSEC duct sealing. Cable ducts into the battery building were not sealed and are a potential unwanted drainage water inflow system! Maybe do when replace metre?</li> </ul> </li> </ul>	<p>do the duct seals at the same time.</p> <p>Speak to Alan Rankin.</p> <p>Investigate further</p> <p>Need to rearrange cancelled meeting with Alan Rankin</p> <p>Follow up with Steve Wade and Alan Rankin (as above)</p> <p>Check with SD Wind and Wind&amp;Sun</p> <p>Contact Bruce Stevenson</p> <p>Rearrange meeting AR</p> <p>Liaise with SSEC</p>	<p></p> <p>IM</p> <p>GM</p> <p>LH</p> <p>LH</p> <p>IM</p> <p>LH</p> <p>GM</p> <p>GM</p>	<p></p> <p>asap</p> <p>asap</p> <p>asap</p> <p>asap</p> <p>asap</p> <p>asap</p> <p>asap</p>
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<ul style="list-style-type: none"> <li>Charlie Doran tidied cables at redundant voltage regulator shed. The shed was left in situ.</li> <li>PH has completed the second site condition film and will send to SSE and NTS plus a copy for Canna</li> <li>The wording of the electricity supply agreement has been agreed with the NTS and the new agreements will be sent out with the January readings</li> <li>The wording of the electricity supply invoice was discussed based on a draft drawn up by Gillian and Mike. The meeting agreed the text subject to: <ul style="list-style-type: none"> <li>Inclusion of company information at the bottom of the invoice</li> <li>Provision for dump load metre readings</li> <li>Cheques are acceptable, payable to 'CREEL'</li> <li>Include provision for receipts</li> </ul> </li> <li>The meeting agreed that the IoCCDT account 'CREE' can be used for the CREEL sink fund. This is different to the escrow account mentioned below and should be used for major (rather than regular) maintenance/upgrades. All payments in to be made as gift aid.</li> <li>All major documents relating to CREE have been sent from Jamie via Dropbox. IM and LH have downloaded on their computers</li> <li>The warranties for the six wind turbines have arrived from SD Wind</li> <li>Grand opening. Sat. April 6<sup>th</sup> is still the preferred date. Start working on arrangements at next meeting. Booking a band will need to happen soon.</li> <li>CREEL – IM reported that the accounting was going well. VAT still being done monthly but this will change as advised by the accountants once the project invoices are settled. Final reconciliations for contingency fund still to take place.</li> <li>A carbon monoxide detector has been purchased for the generator shed</li> </ul>	<p>Send to SSE and NTS</p> <p>Send comments to Mike and Gillian</p> <p>Contact accountants (RA Clement) for advice on gift aid payments</p> <p>Download to CREEL laptop</p> <p>File in CREEL file</p> <p>Think about ceilidh band</p>	<p>PH</p> <p>LH</p> <p>IM</p> <p>IM</p> <p>LH</p> <p>all</p>	<p>asap</p> <p>asap</p> <p>Sept 2019</p> <p>asap</p> <p>asap</p>
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<p><b>4. CREE maintenance arrangements</b></p> <ul style="list-style-type: none"> <li>• GM reported that around 20 gallons of distilled water were used to top up the batteries on their first check. An IBC of water has been purchased. Water di-ioniser on list to buy.</li> <li>• IM has been ordering items of equipment and most are now bought.</li> <li>• The possibility of purchasing flood defences for the generator shed and the inverter sheds with any surplus contingency was discussed. This was not felt to be a high priority and good supplies of sand bags already exist. Battery shed not suitable for flood barriers.</li> <li>• FH reported that the new generator has run for approx 590 hours since the changeover to renewables</li> </ul>	<p>Forward JA list to IM</p> <p>See what contingency money is left</p>	<p>LH</p>	<p>asap</p>
<p><b>5. Moorings rental</b></p> <ul style="list-style-type: none"> <li>• A letter of appeal was sent and LH received notification of receipt but nothing further</li> </ul>	<p>Follow up with Crown Estates</p>	<p>LH</p>	<p>asap</p>
<p><b>6. Dark Sky – lighting arrangements</b></p> <ul style="list-style-type: none"> <li>• Following the positive community response (Dec 15 2018), the meeting agreed that web links be sent to the community so that those whose outside lights are not compliant could choose their preferred outside lights. IoCCDT will order, pay for and arrange installation of private residences. NTS will be asked to supply for their properties.</li> <li>• Letters of support for the scheme are required.</li> </ul>	<p>Send web links to community</p> <p>Send letters to Tim Shea</p>	<p>IM</p> <p>GM</p>	<p>Asap</p> <p>asap</p>
<p><b>7. 10km trail race update</b></p> <ul style="list-style-type: none"> <li>• IM has spoken to other local run organisers for advice. They recommend informal timing of run and asking Mallaig Coastguard for first aid assistance.</li> <li>• A completed risk assessment based on the confirmed route will guide the number of marshals required</li> </ul>	<p>Approach Mallaig Coastguard team</p> <p>Decide route and complete risk assessment</p>	<p>GM</p> <p>AM / IM</p>	<p>Asap</p> <p>Asap</p>

<ul style="list-style-type: none"> <li>LH has spoken to Mallaig Co-op who would be happy to provide some marshals and also sponsorship. Contact again when details confirmed</li> <li>Max numbers for run probably 100. No dogs and no under 18s for first year.</li> <li>Place on website / facebook page. Put into Westword</li> <li>Insurance will be required</li> <li>Catering – GC has said he would do evening catering (stovies?) for the evening ceilidh.</li> <li>Start at Shearing Shed. Finish probably at the pier.</li> </ul>	<p>Write text</p> <p>Investigate specialist insurance</p> <p>Check lunch and evening catering. Suggest pack lunches?</p> <p>Book ceilidh band.</p>	<p>AM / GM</p> <p>IM</p> <p>AM / IM</p>	<p>Asap</p> <p>asap</p>
<p><b>8. Small Isles games</b></p> <ul style="list-style-type: none"> <li>Confirmed as July 20<sup>th</sup>. Ceilidh band will be needed. Fras suggested.</li> <li>Discuss further at next meeting</li> </ul>	<p>Contact Fras</p>	<p>AM</p>	
<p><b>9. Community winter projects – shopping list</b></p> <ul style="list-style-type: none"> <li>We have paint for the tables, benches and Shearing Shed floor but will need more white masonry paint for walls</li> </ul>	<p>Order paint and brushes</p>	<p>GM</p>	
<p><b>10. Development plan issues – housing, community asset transfer, Coroghon updates</b></p> <p>IM reported on:</p> <ul style="list-style-type: none"> <li><b>Coroghon Barn</b> – Architectural Heritage Fund think that we should apply for the Project Viability Grant (7.5k plus match funding) which if successful would lead to the Project Development Fund @ £30k – useful for development officer</li> <li><b>Housing</b> – Highland Small Community Housing Trust (HSCHT) are very positive about working with Canna over provision of additional housing. HSCHT would issue a housing need survey so meeting decide to hold back on Tim’s survey.</li> </ul>	<p>Chase Alan Rankin for NTS green light.</p> <p>Join Heritage Trust Network for support</p> <p>Apply Project Viability Grant</p> <p>Historic Scotland should be contacted</p> <p>Approach Alan Rankin for NTS green light for working with HSCHT</p>	<p>IM</p> <p>IM</p>	

<p>HSCHT would also fund feasibility study. Funding for construction would come from Rural Housing Fund – would need to be done c. 2.5 years. Need to hear from HC Affordable Housing Team and Scottish Land Fund for contact at HIE.</p> <ul style="list-style-type: none"> <li>• <b>Community Asset Transfer</b> – Dot Ferguson named as contact person after initial expression of interest with regard to Canna Primary school and grounds. A conference call has been arranged to include the HC Education team, on Fri. Jan. 11<sup>th</sup> to investigate what would be realistic whilst maintaining a school on Canna. <ul style="list-style-type: none"> <li>○ DTAS offer support for CAT and are aware of our investigations</li> <li>○ Rural housing scheme could fund building of two accommodation units on ground at the back of the school</li> <li>○ IM has spoken to Lucy Prins re planning. Nothing conclusive to report</li> </ul> </li> </ul>	<p>Conference call for further information</p>	<p>IM / LH</p>	<p>11/01/19</p>
<p><b>11.. Marine Harvest</b></p> <ul style="list-style-type: none"> <li>• GM reported that five representatives from Marine Harvest will visit Canna on Jan 25<sup>th</sup> to talk to the community – especially new members. This replaces the cancelled visit of Nov 30 2018. Start 10.30, Shearing Shed</li> <li>• A trip to look at existing installations could follow at a later date</li> <li>• WM reported that Denis Rixson (Highland Councillor Mallaig and Caol) is interested in the Marine Harvest application for Canna</li> </ul>	<p>Please bring cake!</p> <p>Keep DR informed as appropriate</p>		
<p><b>12. Any other business</b></p> <ul style="list-style-type: none"> <li>• Following a positive community response, Martin Telser will return to Canna to film with two colleagues for a few weeks beginning Jan 20th</li> </ul>			
<p><b>13. Date of next meeting</b></p> <ul style="list-style-type: none"> <li>• TBC</li> </ul>			