



Minutes of IOCCDT meeting held on 21.09.2022 in The Inverter Shed and online

PRESENT: GERRY MAKCINNON (GMK) (CHAIR), CAROLINE MACKINNON (CMK), PETE HOLDEN (PH), AILEEN COLQUHOUN (AC), MARGARET WILLINGTON (MW) (MINUTES)

Agenda Item	Minutes	Action Point & by whom	Done Y/N
1.Introductions and apologies	APOLOGIES: INDIGO CARNIE (IC), GARETH COLE (GC), ISEBAIL MACKINNON (IMK), JANE BASER (JB), WINNIE MACKINNON (WMK), FIONA HUTTON (FH), ANDREW PRENDERGAST (AP)		
2.Minutes of previous meeting	APPROVED		
3.Conflict of Interest	NONE		
4.Matters arising/Action points	All Action Points completed. There was a discussion about putting a Zettle type payment system in the shop. It would be reliant on the customer putting in the correct amount as any mistakes mean that the shop would be charged.	MW to chase GC re Zettle for the shop.	
5.Finance	PH sent out a summary prior to the meeting via email. Project account - not much spending from there at present however this will change as project's start moving forward. NTS Shop rent has been paid.		

<p>6.Canna Partnership - 11th meeting</p>	<p>IMK circulated the notes from the Canna Partnership meeting via email.</p>	<p>ALL Directors read notes and give feedback.</p>	
<p>7.Canna Partnership - Reps planning</p>	<p>It was agreed that it was important to have two Directors present at each CP meeting. It was suggested that 1 Director could sit on the CP for 6 months with a rotation of another Director sitting in either monthly, 2 monthly or 3 monthly. GMK offered to step in should a Director be needed.</p>	<p>MW to email all CP Reps and design CP rota system.</p>	
<p>8.Projects/Su b groups</p>	<p>a. Visitor Hub MW gave an update from the minutes of the first MPM. IMK to remain in the sub group. There is an outstanding letter which MW has been chasing from NTS.</p> <p>b. Dark Skies MW gave an update from FH. The NTS will be responsible for changing the lighting on their properties, private owners will be responsible for changing their own.</p> <p>c. Housing Appointment of Catoe & Brown has been approved by Directors. Clea Warner is instructing Anderson & Strathearn to get all paperwork ready so the project is ready to start. Marie Netherwood to be kept up to date with housing design principles for Canna.</p> <p>d. Coroghan Barn IMK and MW submitted the CES EoI. It was noted that without the internal scaffolding, the barn would most likely have collapsed by now. GMK took down heras fencing to the barn ready for Donnie Mackenzie to erect. IC sent an email update to Directors from her discussions with AP.</p> <p>e. HUG Development Group MW gave an update from the first HUG Development group meeting.</p>	<p>MW to circulate minutes to ALL Directors.</p> <p>MW to forward FH's email to ALL Directors</p> <p>MW to email Marie Netherwood with updates.</p> <p>ALL Directors read IC's email and feedback. IMK and CMK to push NTS at October CP meeting for a decision.</p> <p>MW to circulate minutes from HUG to all island once final edit complete.</p>	

	<p>f. Highland Council When the HC Waste Management team came to visit Canna there was discussion about putting a concrete slab on the pier for the skips to rest on as well as magnetic signs for each skip. A marine litter skip was also requested. School - PH submitted the quote for clearing the school grounds and is now waiting for Mark Rodgers to reply. John Lawrie at HC had asked about putting electric heating into the school and getting rid of the boiler as the tank had been condemned however this is likely to be problematic. PH put him in touch with IMK to discuss options. PH has topped up the tank with a small amount of oil to keep the heating going, however a decision on the tank will need to be made fairly soon.</p> <p>g. Decarbonisation Jim O'Donnell and Ian Mitchell have been here this week. There is now an internet router in the Shearing Shed.</p>	<p>GMK to ask Murdo for HC skip contact and then send to MW.</p> <p>MW to check password for new router. CMK to test wifi in the shearing shed.</p>	
9.Administrator update	<p>ASHP's - CREEL to pay for delivery. CREEL Training manual - will be updated with various processes for training. PH requested information about problem solving and trouble shooting. NTS visit on 10th October - Sir Mark Jones, Chairman visiting Canna House. Ann Tweedie meeting with Directors and community. Snorkel Trail - MW putting together information for this.</p>	<p>MW to inform freight team of delivery plans.</p> <p>MW arranging meetings. MW to speak to Craig Martin about various snorkel locations including Sanday Beach and Tarbert.</p>	
10.Community Enterprises	<p>CREEL - Training manual being put together - as above. New diesel tank has arrived - Jamie MacIntyre to come and connect. Vehicle pump will be removed - islanders can fill up on red diesel down at the Pier. SHOP - nothing to report MOORINGS - nothing to report</p>	<p>MW and FH to do training guide for putting the generator on bypass.</p>	
11.Comms update	Nothing to report		

12. Island Accommodation	Housing Plan to be discussed and drafted at October CP meeting.	MW to put on October CP Agenda	
13. AOB	<p>Hen Run Patch - The new shed might be better on the ground beneath the polytunnel as it is flatter. A digger will be needed to level the area for Donnie Mackenzie to put in a concrete base. There are also some trees that will need to be removed/moved. Now that the area is cleared, it would be good to keep it cleared. Ideas for use include an orchard with hens or a tree nursery. Eigg has a tree nursery run by Wes Fife. It would be good to go and visit Wes and see the set up that he has there.</p> <p>Email from IC re projects - IC has suggested that Directors meet with AP to discuss all the upcoming projects so everyone is up to date and can start planning what resources are going to be needed. A one off, online Directors meeting was suggested.</p> <p>Canna 10K - Expenditure total: £1730, Income total: £2000 approx including contributions from local businesses. The date in May is preferable as there are other running events taking place in September. Misinformation from Calmac regarding travel to and from Canna meant there were a number of cancellations. All agreed the BBQ was a great addition to the event and should be included next year.</p> <p>Many thanks to PH and Anna Merrick for organising such a successful event.</p>	<p>MW to send out an email for ideas</p> <p>MW to contact Wes Fife to arrange a visit</p> <p>MW to arrange a one off, online meeting for AP with Directors.</p>	