



Minutes of IoCCDT meeting held on 23.11.2022 at 4pm in The Inverter Shed

PRESENT: GERRY MACKINNON (GMK)(CHAIR), CAROLINE MACKINNON (CMK), FIONA HUTTON (FH), JANE BASER (JB), AILEEN COLQUHOUN (AC), WINNIE MACKINNON (WMK), ISEBAIL MACKINNON (IMK), GARETH COLE (GC)(VIA ZOOM), ANDREW PRENDERGAST (AP)(VIA ZOOM), MARGARET WILLINGTON (MW)(MINUTES), GLYN YOUNG (GY)(VIA ZOOM).

Agenda item	Minute	Action point & by whom
1.Introductions & apologies	APOLOGIES: INDI CARNIE (IC), PETE HOLDEN (PH)	
2.Minutes of previous meeting	APPROVED	
3.Conflict of Interest	NONE	
4.Update on Canna House - Glyn Young (via Zoom)	<p>GY gave an update on the Canna House Project to the meeting.</p> <p>Timeline:</p> <p>March - went to NTS Board with the budget.</p> <p>April - Planning Permission submitted.</p> <p>July - Building Warrant submitted.</p> <p>August - Tenders went out for construction: Of the 6 tenders that were sent out, 3 responded. A financial tender was sent to those 3 to include quality and costs. From there, 1 withdrew and the remaining 2 had an extension of 2 weeks to submit.</p> <p>GY has been carrying out a value engineering exercise to reduce costs and a report will be sent to NTS this Friday.</p> <p>There was a NTS board/EXCO meeting on 07.10.2022 however the tenders did not go to that board as the project was too expensive. It will go to the next board/EXCO on 15.12.2022, with a view to starting on site in</p>	

	<p>May/June. Collections - There are still items in the house as there is not enough room in the containers. The furniture is going to be taken off island and stored in Edinburgh. The driveway at Canna House will need to be widened for access for construction vehicles. Once this has been completed, construction can begin. Interpretation - Ann Tweedie and Mairi Orr are working on the wider Canna interpretation in the garden.</p>	
5.Matters arising/Action points	<p>Moorings - GC checked the moorings and there is nothing written on them.</p>	
6.Finance	<p>PH off island.</p>	MW to circulate email to ALL .
7.Development Manager update	<p>Housing - Meeting with CHT, Catoe & Brown and IoCCDT housing sub group was held on 23.11.2022. This was an introductory meeting. Now finalising the house plots sales with the revised sizes. Both NHMF and NTS have approved these and the solicitors are now dealing with the legalities. The funding to appoint Catoe & Brown from the Scottish Govt and Highland Council will be in the form of a loan of which £20,000 will be unsecured and £22,000 will be secured against the value of the land. This is the extra step imposed by the Scottish Govt to account for the increase in building costs.</p>	
	<p>Visitor Hub - Building Warrant has been submitted. NTS have appointed Rural Design as Project Manager. We aim to go to tender before Christmas or early in the New Year. RD are meeting with Colin Heppenstall this week to discuss procurement. AP has met with AIE and Bill McCafferty has allowed £20,000 in his budget once the tenders come back. There is £20,000 available from the HIE application, again once the tenders come back. There are some concerns to be raised at the Monthly Project Meeting on 01.12.2022 about timelines and spending of grant money. The lease is now with solicitors and some comments have come back regarding certain aspects of the lease e.g. opening times of the visitor hub. It has been agreed that it will be open 24/7 during the Summer season however it will be open on an ad hoc basis over the Winter season.</p>	



	<p>Coroghan Barn - We are putting together a budget of £100,000 for the Project Development work. Although we are still waiting for a decision and confirmation from NTS, AP is continuing to submit funding applications.</p> <p>Crown Estates Scotland - £30,000</p> <p>HC Community Regeneration Fund - £30,000</p> <p>HC Highland Coastal Communities Fund (May 2023) - £15,000, and</p> <p>Architectural Heritage Fund - £15,000.</p> <p>AHF will need tender prices to approve the application. It is hoped to have a draft tender done ready to go out to tender in the New Year.</p>	
	<p>Coroghan Barn - Scottish Govt Value Framework - We need to clarify what the gaps in information are from the NTS.</p>	<p>MW to chase framework document from SL and circulate.</p> <p>CP reps to query gaps in information at Dec CP.</p>
	<p>Rhu Church - no further update.</p>	
	<p>Locogen - in light of the wind turbine degradation, Locogen will submit an interim report until such time as clarification on the state of the wind turbines has been established.</p>	
<p>8. IoCCDT Development Plan</p>	<p>The Development Plan is due to be updated in 2023. We have managed to achieve a lot of what was in the current plan.</p> <p>The NTS Vision and Masterplan is also due to be updated by March 2023 along with a revised Management Plan. It is hoped that these 3 documents can dovetail together, become working documents and feed into the National Islands Plan.</p> <p>AP suggested that an invitation to Canna could be sent out to various stakeholders to show what progress has been made.</p>	
<p>9. Canna Partnership - 13th meeting</p>	<p>See meeting notes</p>	



10.Projects/Sub groups		
Visitor Hub	As above. MW has requested a breakdown of the status of the grant letters from Karen Botton, NTS .	
Dark Skies	FH has been progressing with gathering light meter readings. There is a potential online meeting with Cosmos for the community. It would be good if the Small Isles could do a Dark Skies event as a group. Ian Mitchell is producing a quote for the lighting upgrade.	
Housing	IoCCDT has written to NTS to request an additional £160,000 in their budget to fill the gap in the funding. SL is considering this for the budget.	
Coroghan Barn	As above	
HUG Development Group	Nothing further at this time	
Highland Council	Nothing further at this time	
Decarbonisation	There was a meeting on 21.11.2022 with Charlotte Mitchell from Locogen regarding the degradation of the wind turbines. Bob Wallace on Eigg has been contacted and he suggested that the 4 spring springs should be upgraded to 5 spring springs. Bob Wallace is going to do a comparison of the Eigg and Canna outputs. FH reported that there were comments in the book in the Turbine Shed from 2020 that parts were needed for the Windy Boys.	Jim O'D at Scene will produce graphs for all 6 turbines and circulate these.
11.Administrator update	MW will be doing Bio Security checks until the new Ranger is in post and has a meeting on 07.12.2022 with SL, Ellie Owens and Sarah Lawrence, RSPB . CREEL training manual oil filter change instructions proved successful. MW is drafting a letter to Alan Barrow to renew the lease on the Shearing Shed. MW is chasing grant letter offers with Karen Botten for the Visitor Hub . Trip to Eigg - has been in contact with Tamsin and Rebecca to organise the trip. The meeting thought early	



	February would be best as Glebe Barn is having maintenance work carried out in January. Vehicle Permits spreadsheet - not currently GDPR compliant so handed back to SL to follow up on. MW attending 2 SIF meetings - Housing Group and Scottish Education Group.	
12. Staffing - NTS posts	Ranger and Gardener job adverts now out. Deadline 02.12.2022 . GC raised the question of the URL stating that the jobs are on a “voluntary” job webpage. This makes it look like the jobs are voluntary and not paid positions. There is also a difference in the provision of accommodation on the adverts.	MW to raise URL with SL to get this changed. MW to ask SL when the adverts can be put out on social media.
13. Hen Run Patch	There was a discussion about ideas for Hen Run Patch. It is important that we keep the area clear now that it has been done. There may be funding available for an environmental project.	ALL Directors to send MW ideas.
14. Trip to Eigg	Glebe Barn having maintenance work carried out in January so early February would be preferred.	MW to ask Tamsin for dates for Glebe Barn.
15. Canna 10K	Move the date back to May 2023. Having it at the start of the year may mean we get more runners and lambing will be finished. It would be good to get the date out around Christmas. All agreed the BBQ provided by Dod was a good idea. Canna 10K sub group to get started on planning.	GC to get tide information for May 2023.
16. Community Enterprises - CREEL, Shop, Moorings	CREEL - as above. Jamie MacIntyre due to come out and disconnect old tank and connect new tank. Jamie could also provide some generator training for the maintenance team. The insurance has increased by £3,000 from last year to £10,000. This does not include the hiring of a crane for example, and the excess is quite high however the maintenance account has been kept topped up. CREEL may have to increase the cost per unit.	IMK to contact CARES to update on the insurance and ask about insurance potentials.
	A Small Isles Energy Maintenance Team idea has been floated however no further update on this.	IMK to ask Lucy Conway if there is any update on Green Academy and SI maintenance team.



	Shop - Canna Community Shop won the Horace Plunkett Award for Impact, Innovation and Inclusivity. Zettle payment system is now in operation in the shop.	MW to laminate payment instructions.
	Moorings - maintenance usually done in May.	MW to take forward and collate reports.
17. Communications update	House plots - it would be good to update supporters once the house plot sale has completed.	
18. Island Accommodation	Caslum - raised in the CP to confirm Caslum to be used for seasonal workers. SL confirmed and island businesses have made arrangements.	
19. AOB	PhD student - AIS tracker. All agreed that a mast for the tracker could be put on Canna.	FH to contact NTS re tracker mast.
	Dairy - removal of dairy building in final stages of agreement at Highland Council . The contents of the dairy will need to be packed up and stored as well as the contents of the shed. The shed will be repositioned elsewhere. Volunteers welcome to do the packing up. JB and MW volunteered.	
	Hebnet - Ian Bolas confirmed that there was funding available to connect the fibre optic cable as far round as the school. It would be good to have the cable run as far round at the turbine/inverter shed.	
	Mobile Mast - Current proposed site is in the turbine field. Alan Barrow has linked up with this. There is a meeting on 29.11.2022 to discuss further.	
	NTS Budget - clarification needed on whether we can ask for budget input each year or whether it is every 3 years, and what are the parameters for this. Proposed outcomes written into the Development plan will feed into what budget to ask for and what is needed.	
	Fireworks - IC requested that it be minuted that Directors agreed to the purchase and payment of the fireworks.	