

Final_Minutes of IoCCDT meeting held on Wednesday 22nd February 2023 at 4pm, The Inverter Shed

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



Agenda item	Minute	Action & by whom
1.Introductions & apologies		
2.Minutes of previous meeting	Approved	
3.Conflict of Interest	None	
4.Matters arising/action points	None	
5.Finance	PH circulated Finance summary previous to meeting	
6.Development Manager update	Housing - Catoe & Brown (C&B) are visiting Canna to kickstart the design process. CHT has confirmed £20,000 from Scot Govt as an unsecured loan. Cost will include RIHF application. There will be a fee of £26,000 which funding will need to be sought for.	
	Housing - House Plots - Transaction settled hopefully by the end of March. Draft dispositions are with our solicitors - some comments and revisions from NTS being looked at.	
	Coroghan Barn - Approval from HICRF of £25,000, NTS £30,000, AHF £15,000. Still waiting for Crown Estates Scotland . We can take a view of the budget once we know the total of what we have managed to get.	

	Coroghan Barn - Draft tender brief to go out to a design team. Sarah Mackinnon (SMK) at NTS has recommended that we put out a call for Expressions of Interest to set out the details. Those will get shortlisted for tender which will make tender numbers more manageable. The tender will have to go on the Procurement Scotland site - AP has filled out the registration form for IOCCDT .	
	Coroghan Barn - Still waiting for the NTS Values Framework decision. March CP - what is the process and timeline?	AP to follow up on this at March CP .
	Visitor Hub - 2 tenders returned - significantly over budget. Rural Design have gone through the designs and found cost savings. This process will not reduce the scope of the building. There is a meeting on Friday to clarify some key assumptions in the tenders e.g. what are the assumptions re contractor accommodation costs, timber vs stone cladding? Considerations are what would be the burden on IOCCDT with details of possible changes.	
	Visitor Hub - Lease - all the main parts have been agreed. Final lease will need to be signed.	
	Decarbonisation - Meeting this week with Locogen to clarify and tie up loose ends including discussion about the wind turbine issue.	
7.Development Plan	MW updated the meeting on the timescales proposed for the drafts of the development plan.	
8.Canna Partnership	AC circulated the CP meeting notes after the last meeting. AC gave her feedback on her experience of her first CP meeting. There was a discussion about the set up of the CP Reps rota. It was suggested that 1 person stay on the CP for 6 months with a rotation of a 2nd person.	
9.Canna Partnership Review		
10.Projects/ Sub-groups		
a.Visitor Hub	As above	

b.Dark Skies	Nothing further at present	
c.Housing	As above	
d.Coroghan Barn	As above	
e.HUG Development Group	MW has been in contact with CW to finalise dates.	MW to follow up with CW to confirm
f.Highland Council	Mark Rodgers visiting in April	
g.Decarbonisation	As above	
h.Canna 10K	Currently we have 53 runners signed up. PH has sent F&E forms to NTS . Start/finish line discussed. All agreed to finish at the square. IMK has booked the band - accommodation will need to be found for 4 band members. MW has contacted Lynne MacDonald to be medics on the day.	
11.Ailsa Raeburn	AR joined the meeting at 5pm via Zoom. There was a discussion about the Canna Partnership Review process. Several issues were highlighted including: Budget processes, joint decision making, prioritisation process, response times. Action points need realistic timeframes. Pre-CP meeting for reps is useful - the handover is important for continuity It was suggested that the agenda could be changed so that more specific topics were discussed at each CP meeting e.g. 1 main item like Coroghan Barn.	AR to draft email to CW and circulate to Directors. ALL to think about rota system and feedback
12.Administrator update	Glyn Young, Canna House Project - reporting to the community. All agreed that GY could send a monthly report but if there was anything specific then GY can send to MW who will cascade out to the community. Ranger and Gardener posts - SL has received the community feedback and will be taking this forward early next week.	

13.Staffing - NTS posts	As above	
14.Community Enterprises - Shop, CREEL, Moorings	CREEL - billing periods changing slightly to bring in line with accounts. Residents' next bill will be slightly different.	MW to send email to community re billing quarters change.
	Turbines - currently running at 50% capacity with the genny running between 1-4 hrs per day. Jamie Adams is now involved - an email with possible issues has been sent to SD Wind, Wind and Sun and CWTS . IMK will email SD Wind, Wind and Sun and CWTS about the genny running so frequently.	IMK to send email
	CREEL Maintenance Team - to check diesel tank for diesel levels during maintenance checks. Eigg are also having trouble with dirty diesel. It may be worth investing in a water separator.	
	Horace Plunkett Awards video	IMK and MW to do video
15.Island accommodation	Gas Certificates are/may be out of date. GC has notified SL . This is to be raised at the CP as it would be useful for island businesses to know when the yearly checks will be carried out. Request for compliance certificates to be made at CP .	MW to follow up with SL re gas contractor visit
16.AOB	Nothing at this time	