

## **Minutes from Board Meeting of**

**Coigach Community Development Company,**

**Monday 17 September 2012 7pm**

**Present:** Iain Muir (IM), Richard Williams (RW), Linda Macleod (LM), Maureen Fraser (MF), Theresa Ross (TR). Peter Muir (PM) & Julia Campbell (JC) (LDOs).

**1. The meeting was opened** by Linda Macleod as Company Secretary who welcomed the new directors.

### **2. Election of Office Bearers:**

**Chair:** Iain Muir, proposed by Theresa Ross, seconded by Maureen Fraser. Unopposed.

**Vice Chair:** Richard Williams, proposed by Linda Macleod, seconded by Iain Muir. Unopposed.

**3. Apologies:** Ben Walton, Ann Macleod.

**4. Minutes of 23 August** meeting to be carried over for formal adoption until next meeting but accepted for the purposes of this meeting accepted (no-one who was present on 23 Aug was present at meeting).

**5. Matters arising:** Schoolhouse: JC has checked map with SG's mapping tool. HSCHT have invited nominations for board members which could be advertised further. HIE Claim - HMRC payments: **Action:**JC to request meeting with HIE finance to find mechanism for dealing with HMRC payments (which currently cause regular complications and delays with HIE claim).

**6. Community Energy:** Wind Turbine draft environmental statement has been received and is being checked (PM). CAR licence – no progress. We understand SSE are considering our grid issues. Information to in support of wind turbine to be considered at CWP meeting.

**7. Land and Housing Smokehouse CRtB:** TR, IM, PM and JC had met to discuss and score tenders to produce a Business Plan. SAOS scored highest. It was **proposed** that: CCDC choose SAOS Coop to carry out appraisal of options - and produce a Business Plan for Achiltibuie Smokehouse CRtB. Prop IM, 2<sup>nd</sup> TR & RW. Accepted unanimously.

**a.** Noted that the valuation is £110,000 though SIF had bought it from HIE for £50,000.

**b.** Action: forward timeline & ballot FAQs to directors, check what CRtB branch mean by “notification” of ballot, contact electoral office to arrange time. (JC)

**Schoolhouse:** CRtB application in action JC has contacted Registers of Scotland and Highland Council to confirm current ownership.

**8. Piers and Harbours:** public consultation event scheduled for 25<sup>th</sup>/26<sup>th</sup> September.

**9. Finance:** Enquiries on prices were made to three accountants as we seek to find a suitable company.

**10. Review of AGM** – AGM was mistakenly advertised as open, should be members only. **Action:** JC & MF to prepare templates of notices and draw up a check list of procedures. Accounts are up to date at Companies House. Failure to provide a copy of the accounts to each member did not invalidate the AGM. Noted that companies often hold their AGM shortly after accounts are completed – something we should consider. Date of next meeting Monday 15 October. The meeting closed at 9pm