

Coigach Community Development Company

Minutes of Directors' Meeting Monday 16 June, 7pm, Coigach Community Hall

Present: Iain Muir (Chair), Iain Scott (Vice Chair), Ben Walton (Treasurer) Linda Macleod (Company Secretary), Steve Husband, Ann Macleod. In attendance: Peter Muir, Julia Campbell

1. **Apologies:** Anne Campbell, Phil Shaughnessy (who will be late).
2. **Minutes of previous meeting** (13 May) were circulated and were approved subject to amendments and corrections: Proposed IS, seconded SH.
3. **Matters Arising:** Drumrunie Junction (CALL): To ask CCC/PM and ATA for previous evidence of demand for improvements and details of proposals, to pass to CALLP. **ACTION: JC.**
Smokehouse: to finalise any remaining actions necessary re transfer of donations from Co-op Fundraising Acct, to Santander **ACTION: JC/BW.**
Community Energy: **to prepare invitation to tender for renewables project management contract. ACTION: CWP/PM**

PS Joined the meeting at this point.

Broadband to ask Andrew Muir to draft a letter. **Ongoing Action: AAC**

4. **Finance:** In order to eliminate unnecessary work and move towards a simpler system to contact Paul Capewell at A9 to ask what information and in what form our accounts records should be submitted. **ACTION: JC**
5. **Community Energy:** CARES loan has been extended by £32K to cover new SSE costs. BMH have asked Green Highland Renewables to complete the John Duncanson contract. An estimate for undergrounding the WT cable of £250k has been received. PM has made an additional enquiry to Green Investment Bank regarding lending. SWT have replaced their BMH directors. Jo Pike and Tim Haley will take over from Paul Ritchie and Simon Milne who have left SWT. CCDC Directors wish in future to have approved BMH/CWP minutes circulated to CCDC directors for information **Action: CWP and BMH.**
Board approval sought by SWT to badge the BMH hydro scheme as a CALL project. Approved subject to adoption of agreed wording.
Board approval sought for Infrastructure and Innovation Fund application – granted in principle – to be confirmed after circulation of application to directors. **ACTION: PM.**
6. **Land and Housing:** Schoolhouse - JC has prepared a draft business case which is currently with Diane Campbell, DTAS for comment and which will form the basis of the proposition to be put to THC for transfer to the community. To pursue this - **Action: JC**
To ensure Parent Association is kept informed of developments re fate of Schoolhouse- **Action: JC .**
SYHA and Land Donation – to await AAC's feedback at next meeting . **Action: AAC**
SH stated that there had been no response to his request to SWT for discussion regarding an apportionment for community housing. To write to Johnny Hughes, new CEO of SWT, to appraise him of the benefits to the community **Action: IFM**
7. **Piers and Harbours:** AAB reported that following a public meeting held by CCC, the general impression was that the community wanted The Highland Council to carry out repairs and improvements to Badentarbet Pier (BP). Given the closure of BP CCC has asked Tony Usher (THC) to repair/replace ladders to make the pier at Old Dornie safer and more accessible. BP remains closed despite requests for pedestrian access. Coigach Piers to be discussed at THC Harbour Board meeting 17 June. AAB reported that AAC had met the LDO at Scourie where the pier has been leased from THC for 10 years to facilitate funding repairs and improvements, and Tony Usher THC project managed the development.
8. **Smokehouse:** Essential repair and maintenance and preliminary refurbishment is ongoing ahead of specific development. Representatives of Big Lottery Fund and HIE are visiting the smokehouse on Wednesday 18

June. Phone and broadband will be installed on 24/6/14 allowing LDOs to relocate to the premises. John McGee is removing the smoking equipment, all of which is unserviceable.

Peter will contact all those who formally enquired to establish the current status of their business ideas and to inform them that the building is now in a reasonable condition for use should they wish to pursue their enquiry. **Action: PM**

To advertise space available to rent for commercial use. **Action: PM.**

To ensure HIE has put Smokehouse on their list of commercially available premises, as agreed. **Action: PM.**

To use doodle poll to organise a date for smokehouse sub group meeting. **Action: JC.**

9. **Hydroponicum:** Letter from SG CRtB team with reminder about re-registration. To be discussed at next meeting.

10. **Community Broadband Scotland** – see matters arising

11. **AOCB: To change new email signature and footer information meets with legal requirements. Action: JC /AAC**

To discuss and agree with LDOs procedure for checking mail with move to Smokehouse. Action: SH

CCDC registered office to remain as CC Hall.

Frenzburg Students study visit proposal to be passed to ATA for action. Action: PM

Once Renewables Project Manager is in place, internal CWP admin to be taken up by LDO's. **Action JC/AAC**

Planning applications. CCDC to find out more re recent application for affordable housing with a view to expressing support. **ACTION: JC/AAC**

Request for minutes to be sent out ASAP after meeting in order to allow time for work requiring action.

ACTION: JC/AAC

12. LDO Monthly Report: it was agreed to omit this from future agenda as LDO activities are covered by other items – anything not covered and of significance can be raised under AOB.

Date of next meetings: Monday 21st July 7pm, Tuesday 19th August 7pm.