

Coigach Community Development Company

Directors' Meeting 20th October 2014

Draft Minutes

Present: Ann Macleod (AAB), Iain Scott (IS) Chair, Iain Muir (IFM) Chair, Ben Walton (BW)

Apologies: Phil Shaughnessy, Julia Campbell

Absent: Linda Macleod, Steve Husband

Attending: Anne Campbell (AAC), Peter Muir (PM)

1. IS welcomed everyone & gave apologies from Phil Shaughnessy(PS) and Julia Campbell(JC)
2. Minutes of Directors' Meeting 22nd September 2014. Proposed AAB, seconded BW.
3. **Matters arising:**
 - Finance/CALLP:** AAC discussed Project Management fees with CALLP management and will be discussed further with other partners. Awaiting response from accountant to ensure correct procedure.
 - Polbain Path:** Project Plan has been submitted.
 - Renewables Project Officer:** PM has advertised post in The Orcadian, West Highland Free Press and Public Contracts Scotland.
 - PM contacted Crown Estates regarding annual payment of discharge consent by Smokehouse and decided it was best to accept the 50 year lease rather than buy with one off payment.
 - Action: JC to investigate Windows 365 (carry forward).**
 - AGM:** actioned. **Piers & Harbours:** Subsequent to meeting with THC Harbour Management Board's representatives, THC, CCC, and CCDC. AAB has formally written to IFM for CCDC to consider progressing the plans for development of Old Dornie and specifically to seek funding from HIE for the appointment of a consultant to prepare a bid for the upcoming European Maritime Fisheries Fund. The appointment of any consultant would be the responsibility of CCDC and answerable to CCDC. **Action: IFM to speak with Lindsay Simpson of HIE.** **Smokehouse:** Potential tenants have concerns about power supply and number of other issues. Awaiting the outcome of their deliberations.
4. **Finance:** Treasurer BW stated that the cash flow remains positive with no problems or issues anticipated.
5. **AGM:** Three directors to stand down. The membership has been notified of AGM and sent the Accounts and membership renewal forms. The AGM has been publicised in the Ullapool News. **Action: All to consider recruiting new directors.**
6. **Community Energy:**
 - a) Wind Turbine: Project Officer post has been advertised in the relevant media appropriate to the specialist nature of role. Continued recostings for grid connection. **Action: PM to supply sub-groups' meeting minutes**
 - b) Ben Mor Hydro: After successful discussions between SWT's newly nominated BMH directors, local BMH directors and IFM a plan to address the outstanding work required, with the demise of John Duncanson, has been established.
7. **Land & Housing:**
 - a) **Schoolhouse:** Robbie Bain, THC Ward Manager, is supportive of the Schoolhouse being transferred into community ownership and will seek further information from HSCHT to allow early progression. Finalisation of arrangements anticipated shortly.
 - b) **SYHA Achiniver:** Discussions took place between CCDC and SWT to find a satisfactory solution for all following the termination of the SYHA's lease in August 2015. **Action: discussions ongoing and SWT to advertise the opportunity presented by the building to its database of members in forthcoming publications.**
8. **Piers & Harbours: See above**
9. **Smokehouse:** Ongoing discussions with prospective new tenant; meanwhile development of buildings and office to continue. Wooden shed has been repaired. BW suggested that building a new office and rear extensions would make the building more attractive to any potential new tenant. Discussions on Gantt

Chart. **Action: PM to provide Gantt Chart regularly at meetings so as to measure progress.** Discussion on lottery funding. **Action: PM to contact lottery fund. IS to contact HIE about match-funding. Action: meeting of Smokehouse sub-group 3rd or 10th November.**

10. Community Broadband: Letter to BT and HIE has been completed. **Action: IFM to send.**

11. CALLP: Discussions on project management fees. **Action: AAC & IS to look at recostings**

12. AOCB: None

13. Date of next meeting: AGM 11th Nov 2014