

# Minutes of Coigach Community Development Company Directors' Meeting

**Tuesday 6<sup>th</sup> January 2015, Former Achiltibuie Smokehouse Building**

Present: Iain Muir (IFM, Chair), Iain Scott (IGS, Vice Chair), Alison Sinclair (AS), Ann Macleod (AAB), Steve Husband (SH). In attendance: Julia Campbell (JC, LDO), Peter Muir (PM, SDO)

1. **Introduction:** IFM welcomed everyone to the meeting and wished them a Happy New Year. Apologies from Linda Macleod (LM) and Phil Shaughnessy (PS). The Directors also sent their best wishes to Anne Campbell for a speedy recovery. Action: JC to pass this on to Anne and to discuss SSP with her.
2. **Minutes of previous meeting:** (9<sup>th</sup> December 2014) were approved subject to amendments as discussed. Proposed by AAB, seconded by AS
3. **Matters Arising:**
  - a. Cloud Storage: Action: JC to seek advice from Maureen Fraser and to research use of a "data room" that would be accessible to all directors and final documents stored as PDFs.
  - b. Piers & Harbours: Rich Williams has contacted members of the Pier Users Group to suggest a meeting soon. Action: JC to email Andrew MacNeilage (new SSF Manager) a copy of the Wallace Stone Piers Report.
  - c. Minutes of subsidiary company meetings. Action: PM to circulate electronically to CCDC Directors
  - d. Finance – bank signatories. Action: PM to chase up bank paperwork required to allow all directors to become signatories.
  - e. Finance – wages. Action: JC to ask Lindsay Simpson if it is acceptable for claim wages monthly rather than quarterly.
  - f. CRtB Hydroponicum Site. Actions: JC to invite CRtB team here to advise best options. JC to check Register of Community Interests for other examples of re-registration.
  - g. Achiltibuie Schoolhouse. HIE have indicated that there may be a possibility of SLF or similar funding available to cover legal fees relating to sale. Action: JC to pursue with Pam Noble, HIE
4. **Finance:**

Subsidiary Companies BMH and CWP, and any future companies or charities: Action IGS and PM to investigate model for future relationship between subsidiaries and CCDC.
5. **Land and Housing:**
  - a. Hydroponicum Site – covered in Matters Arising
  - b. Achiltibuie Schoolhouse. Letter received from The Highland Council offering the schoolhouse to CCDC at a purchase price of £1, with CCDC paying THC's legal and survey costs. Actions: JC to acknowledge letter, thank THC for the offer and to accept it subject to full legal documentation being agreed. JC to get three quotes from suitable lawyers to represent CCDC.
  - c. Acheninver Youth Hostel. Action: JC to advertise that there may be opportunity to run the hostel and to check if SWT have circulated information to their members.
  - d. Woodland (and other) Crofts. JC has received an enquiry from someone who would like to establish a woodland croft in Coigach. It was noted that there is a list of people who are interested in taking over croft 106 which is currently untenanted. Both items highlight the need for new crofts. SH's application for an apportionment has been rejected, the reason given was that the landowner had not completed the form correctly and there was no information from the planning department. Action: SH to follow up.
  - e. Smokehouse building. PM recommended that Neil Gerrard be offered the consultancy work required for funding submission, subject to terms to be agreed. Actions: PM to contact Neil to discuss. PM to email Allan Graham (Architect) and Fairhurst to advise them that the consultant has a very firm deadline of 31<sup>st</sup> January to submit application.
6. **Renewable Energy:**

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- a. Renewables Officer: Confirmation of funding to be signed prior to preferred candidate being appointed. £8k has to be found from the Company's own resources. Action: PM and CWP directors to meet to analyse proposal from the candidate.
  - b. BMH: Preliminary pre-accreditation has been carried out.
7. **Piers and Harbours:** dealt with under Matters Arising
8. **CALL :** note from Rich Williams with an update on CCDC CALL projects and what is still required to complete the proposals. Actions: JC to accept Rich's suggestion of a meeting to clarify work required. ? to speak to Rich regarding the request for payment/fee for management of projects to cover overheads and extra staffing it will entail.
9. **AOCB:** Broadband: IFM and AAC have written to Stuart Robertson HIE and Brendan Dick BT (and copies to MSPs and MP) to emphasise the need for high speed broadband in Coigach. Positive response received but nothing concrete as yet. Action: IFM to follow up.  
**Meeting to discuss Renewables Officer proposal:** Wed 14<sup>th</sup> Jan, 1pm in Hall Lounge. Actions: JC to book, CWP directors to attend and invite Peter Drake.  
Qualified person to be sought to manage CCDC's interest and input into research project concerning local use of our renewable energy. Action Peter
10. **Date of Next Meeting:** Monday 2<sup>nd</sup> February at the Smokehouse. Action: JC to circulate to all