

**Coigach Community Development Company  
Directors' Meeting  
Monday 7<sup>th</sup> May 2018 7pm  
Coigach Community Hall, Lounge**

**Present: Iain Muir (IFM) - Chair, Iain Scott (IS), , Ann Macleod (AAB), Steve Husband (SH),  
In attendance: Julia Campbell (JC, LDO)**

**Apologies: Alison Macleod, Richard Williams, Phil Shaughnessy .**

**Declarations of interest: with the wind turbine operational formal interests have been declared by directors Steve Husband, Alison Sinclair (Coigach Wind Power Ltd and Coigach Community CIC) and Julia Campbell who are all share-holders of Achiltibuie Common Grazings. JC is also on the board of Highland Small Communities Housing Trust. A number of directors are pier users.**

1. Welcome.
2. Minutes: Not circulated, to be dealt with at the next Meeting
3. MA: will be covered in the agenda
4. Finance:
  - IS talked through the key messages from the March 2018 Management Accounts for each of the companies.
  - CCDC received £88k of charitable giving received in March 2018 from Coigach Community CIC. Of that £17.5k was transferred to the operating account to cover ½ of next years overheads (HIE covering the other half). A further £3.5k was used to pay part of the CCT loan, leaving £67k for Charitable Projects.
  - IS confirmed that the CCT loan had been repaid in March 2018
  - IS confirmed that the New Royal Bank of Scotland accounts are set up, with Digital access in place. Waiting for the transfer of funds, DD's and Standing orders to be transferred from Santander.
  - The update of Coigach Community CIC bank Mandate to include IS is still in progress. **Action IS to Chase.**
  - As CCDC trading will now be collecting rent for the smokehouse it is now a live company. **Action IS to set up CCDC Trading on Quickbooks and ask A9 to notify HMRC that CCDC trading is no longer dormant**
  - The Directors discussed the Loss of Earnings report prepared by Locogen on the Turbine's first 6 months of operation. **Action IFM to discuss with Locogen to see if we can use it to claim some recompense off Vestas for faulty set up on the turbine.**
5. Governance: Action:
  - Charitable giving – the subcommittee had met and is meeting chairmen of the various associations and groups in the community on Thursday the 10<sup>th</sup> May. The aim is to involve the community in evolving the spend priorities and

procedures for disbursing the charitable funds.

6. Renewables:

- BMH: No profit distribution expected in the short term but hoping for a distribution towards the end of the financial year
- Coigach Community CIC:
  - Fundraising has reached £560k
  - Offer extended to 30<sup>th</sup> June
  - Social Enterprise Scotland may make an investment in the bond offer
  - Bond offer was mentioned at the all energy conference
  - Operationally Comms with the Turbine are still fragile
  - Turbine painting still outstanding. **Action IFM to confirm with Realise that paint used meets contracted Specification.**
  - Clarus/comms: HCB are upgrading equipment **ACTION JC to forward Clarus address to IFM to return equipment.**
- Community Energy Management System:
  - Grant Application to LCITP submitted. If successful would fund the next stage of the project
  - Grant application to CARES for similar work in preparation

7. Land & Housing:

- Local housing needs analysis required. **Action: LDO investigate CR to Buy**
- Meeting with Scottish Government about Community Right to buy to set up. **Action: LDO investigate CR to Buy**
- SH & PS inspected the Smokehouse and have created a list of work that needs done to bring the building up to an acceptable standard. . **Action: IFM, PS, SH to issue list to parties to quote for the work**
- A lease agreement between CCDC and CCDC trading for the smokehouse is available in draft format. It is the intention to put that in place. **Action IFM to confirm happy that the proposed lease does not cuts across any SSF sublease, then lease can be signed.**
- Schoolhouse valuation in Progress. **Action IFM to chase**

8. Piers & Harbours: A disappointing meeting was held with Highland Council where they stepped back from the project and indicated that there is no capital expenditure available for infrastructure. THC's advice was to speak to councillors and MSP's to garner support for the development of one of the west coast's busiest fishing ports, with some of the worst facilities (Old Dornie). **Action: JC to contact Cllr Ian Cockburn**

9. CALLP: projects proceeding

10. Administration: Office Space. **Action LDOs to investigate availability of space at the Piping School.**

11. AOCB:

- **GDPR – Action AAB undertook to investigate GDPR for the company and report back at the next meeting**
- LDO Recruitment: Interviews Thursday 11<sup>th</sup> May

12. Date of next meetings: 4th June @7pm