



Coigach Community Development Company

Minutes of Directors' Board Meeting

Date: Monday 3rd September 2018

Present: Iain Muir (Chair, IFM), Iain Scott (Vice Chair, IS), Richard Williams (RW), Ann Macleod (AAB), Steve Husband (SH).

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. Julia Campbell and Steve Husband also declared an interest in Acheninver Footpath.

1. Welcome and Apologies: IFM Welcomed all, apologies from Phil Shaughnessy (PS) and Alison Macleod (AM).

2. Minutes of Last meeting; Minutes of last meeting to be amended and represented at next meeting.

3. Matters Arising: will be dealt with as they appear on the agenda.

4. Finance: IS circulated the management accounts for August

a. CCDC:

- The company is suffering higher than expected costs that cannot be recovered from HIE (Accountancy / legal) which leaves a disproportionate cost with the company.
- The process to claim HIE grants means that we have to fund costs for up to 5 months before we get the HIE contribution.
- This is not a problem at the moment, but as we move into the early part of 2019, it may be that we need to use some of the charitable funds to pay overheads until the grant comes in.
- At present JC uses her own credit card to buy products and services for CCDC. It was discussed and agreed that IS should apply for a company credit card in the name of JC.

b. CCDC Trading Ltd:

- First Rental income from SSF received – Unclear what time period this covers IFM to clarify
- SSF want to rent entire Building. IFM to progress
- Outhouse rental to SSF. IFM to clarify period for second Invoice, JC to raise invoice on SSF
- IS is concerned that CCDC trading have to pay CCDC Rental at the end of December 2018. Without a rental agreement and cash from SSF that will be challenging

c. **Coigach Community CIC:**

- 2 bad months production due to low winds
- Low production has now cost the company £21k, which has offset the gain of £18k through the Rates exemption.
- All transactions relating to the Re-financing completed.

d. **CWP Ltd:**

No matters of importance

5. **Governance:** AAB attended governance workshop in Ullapool Action: AAB circulate any relevant information from it.

From here we followed headings on the workplan on these items:

1. AFFORDABLE HOUSING

Land near Island View: JC has been unable to follow up initial conversation with Alan Graham but will do so. JC has spoken to Morven Taylor at HSCHT about making a site visit and/or holding an information evening with a view to establishing a housing working group. Morven has advised that she will be available for this after HSCHT's conference which takes place in mid September.

Schoolhouse – Maintenance matters, have been raised with HSCHT and being dealt with.

Site for sale – it was agreed to investigate further.

2. PIERS AND HARBOURS

Old Dornie – FLAG funding deadline is likely to be mid-January. DM has investigated Asset Transfer and this is on hold until there is a formal request from a constituted group of pier users. RW has been speaking with pier users and other interested parties and is considering further initiatives to move things forward.

Badentarbet – RW reported that Tanera may be interested in buying Badentarbet Pier and are considering holding an information event outlining their plans.

3. COIGACH & ASSYNT LIVING LANDSCAPE (CALLP).

Acheninver Path – site meeting with Phil Waite and other interested parties is scheduled for Tuesday 4th September. DM will liaise with SWT (MF & BA) re management of the project and possible funding applications.

Wildlife Hide – LDOs to approach Alan Graham to look at current structure to assess suitability.

Foxpoint Path – RW has spoken to with Bill & Ann Baxter to seek their views on the route. They have agreed to a survey and are looking forward to seeing the result.

The Soil Beneath Our Feet – it was agreed to arrange a meeting with Joe Peach and Abigail Anne Campbell to discuss Year 3 onwards

4. SMOKEHOUSE BUILDING

Tenancies JC has discussed proposed changes with current tenant who is happy to relocate by the beginning of October. IFM reported is currently discussing lease agreements with SSF.

Clear-out JC, Heather and Collette have largely cleared out the area Heather has been using and there is now a large pile of bin bags to be disposed of. Further clear-out required once lease is finalised.

Obligations re Scottish Land Fund – Action JC to check conditions of funding regarding obligations and restrictions. Legal advice to be sought regarding possible permutations.

5. GRANT GIVING

Community Grants: The final wording of the grant forms, criteria and guidance has been agreed and the four funds will be publicised by social media, email, website and in the Ullapool News.

Permanent endowment/common good fund. IFM has had a discussion with David Green about Cairngorm National Park's (CNP) successful endowment/common good fund and David suggested further advice may be available from CNP.

6. NEW DEVELOPMENT PLAN

IFM has discussed possible funding for facilitation of community involvement in creating a new development plan.

7. RENEWABLES

Wind Turbine Production has been low for the last two months due to national wind drought. Paint issues remain and are actively being dealt with. Communications are now fine. SH to look at metering device.

Ben Mor Hydro SH to contact Locogen re update.

8. **FINANCE** – appears as Item 8 on workplan but is discussed above.

9. ADMINISTRATION

Office & equipment – use of hall committee room is under discussion by hall committee. JC to offer proposal of terms.

HIE LDO's will meet with Lindsay Simpson on 10th September.

AGM IS is chasing up accounts with A9, AGM date is agreed as Monday 26th November. JC will update "to do" list with dates for notification, circulating accounts etc.

10. INFORMATION/PUBLICITY

Website domain name to be purchased once credit card is available.

Newsletter Three issues will be produced per annum – Spring, Summer and Autumn/Winter

11. TOURISM

It was recognised that while tourism features prominently in the existing development plan, CCDC has not been directly active in this area. Achiltibuie Tourist Association has been, and future CCDC support should be channelled in ATA's direction.

12. OTHER MATTERS OF INTEREST TO CCDC

Highland Community Broadband: CCDC will stay in touch with HCB

AOCB

BABY FUND: It was agreed that CCDC would make a gift of £250 to each new Coigach baby.

Date of next meeting: Thursday 4th October, 7.30pm Coigach Community Hall.