



Coigach Community Development Company

Minutes of Directors' Board Meeting

Date: Thursday 4th October 2018

Present: Iain Muir (Chair, IFM), Ann Macleod (AAB), Steve Husband (SH), Phil Shaughnessy (PS), In attendance: LDO's Julia Campbell (JC), and Donald Macleod (DM).

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 Richard Williams (RW) and Iain Scott (IS).

2. Minutes of Last meetings; Minutes of August 6th Prop SH, Sec AAB. Minutes of September 3rd Prop: AAB, sec SH.

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

4. Finance: IS circulated the management accounts for August

a. CCDC:

General – IS has followed up A9 for an update on the Statutory Accounts to March 2018 for all 4 companies

- If we want to properly kit out the LDO's and the new Office we will need to draw down additional funds from the Charity account. Some funding may be still available from HIE's CAM Office/Equipment budget.
- We need to expedite the HIE Grant application for the July to September quarter's wages to give us the funds to pay the LDO's in November. Action: JC to submit claim.
- Credit card for Julia is in Process
- Action: Make list of equipment required, and ask HIE what assistance is available. Terms for hall office use to be clarified. LDO's to investigate installation of land line. Signatures provided by IFM, IS, SH and AAB for RBS credit card.

b. COIGACH COMMUNITY CIC

- August was a better month's production. Smack on target
- September's production was 35,000 kWh better than plan at about 194,000 vs a plan of 157,000. This will catch up some of June and July's under production and add about £5k to the years charitable donation

- Iain M. and Iain S. tendered and accepted quotes for next year's Electricity at Locogen's suggestion. Price accepted is about 28% better than the current rates and (all things being equal) should add £25k to community pot.
 - Surplus Bank account has been cancelled.
 - We signed a side letter with Esmee Fairbairn and SIS to provide additional information to them. First production schedule has now been delivered and they will get a copy of our accounts on a quarterly basis.
- c. CCDC Trading Ltd:**
In funds at the minute, but awaiting rental income from tenant in order to pay CCDC in December 2018 and March 2019. We can exchange letters between the companies to allow credit terms...but it will impact CCDC's cash.
- d. CWP Ltd:**
Nothing of note to add
- e. Governance:** AAB has circulated info from Ullapool training session.

Work Plan

1. AFFORDABLE HOUSING

Land near Island View: JC will follow up croft land offered by Allan Graham. Housing Group presentation by HSCHT is scheduled for Monday 15th October 6pm in Coigach Community Hall.

Schoolhouse – Maintenance matters, to be escalated with HSCHT as a matter of urgency. Action: JC to phone HSCHT Friday morning.

Site for sale – Arrange architect visit to see what is viable. Action: SH will speak to AG Friday.

2. PIERS AND HARBOURS

Old Dornie – FLAG funding deadline is believed to be in mid January. Development is on hold pending interest from pier users in forming a body to progress asset transfer.

3. COIGACH & ASSYNT LIVING LANDSCAPE (CALLP).

Acheninver Path – path consultants have been invited to tender. Time is now of the essence as work needs to be completed and invoices submitted by end of February.

Wildlife Hide – further investigation required and it was suggested that Alan Graham be approached to have a look at the structure in due course. However, due to time scales Acheninver Path takes priority.

Foxpoint Path – delay development plans until Acheninver Path work is underway.

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

4. SMOKEHOUSE BUILDING

Tenancies IFM reported that he is currently discussing lease agreements with SSF.

Action: LDOs to look at obligations of SLF Grant regarding burdens on sale etc.

Clearout date not yet set for work group.

5. GRANT GIVING

Community Grants: Two grant applications (one from Coigach Community Trust for a programme of activities in the hall, the other for the Children and Young People Fund) were received and both were approved. Action: JC to inform applicants. Action: JC to create grant file/database. Gift Cheques for babies to be distributed.

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. Broadband communications are now fine. SH to look at metering device.

Ben Mor Hydro Action: SH to contact Locogen re update.

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

9. ADMINISTRATION

Office & equipment – agreement has been reached for use of committee room. Equipment and communication tools to be arranged pending budget. Action: JC to check with HIE.

AGM Action: LDO's to advertise date, circulate accounts and follow procedures for AGM.

INFORMATION/PUBLICITY

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

10. OTHER MATTERS OF INTEREST TO CCDC

DM and AAB met with Dr Weekes re local health care future provision.

AOCB Glasgow Caledonian University have been in touch for input in research into. HCB – recent travails appear to be overcome and roll-out in Coigach continues. LDO's to discuss healthcare event with Christine McCallum.

Date of next meeting: Monday 12th 2pm Coigach Community Hall. (later changed to 19th)

