



Coigach Community Development Company

Minutes of Directors' Board Meeting (Draft)

Date: Monday 19th May 2019

Present: Iain Muir (Chair IFM) Iain Scott (Vice Chair, IS) Ann Macleod (AAB), Seumas Hitchings (SHi), Phil Shaughnessy (PS), Ben Walton (BW), Richard Williams (RW), in attendance LDOs Donald Macleod (DM) and Julia Campbell (JC).

Apologies: None.

Declarations of interest: with the wind turbine operational, formal interests have been declared by Ben Walton and Julia Campbell who are share-holders of Achiltibuie Common Grazings. Julia Campbell is also on the board of Highland Small Communities Housing Trust. Julia Campbell also declared an interest in Acheninver Footpath. Several directors are pier users. Richard Williams is a director of Summer Isles Enterprises. Seumas Hitchings is an employee of Scottish Sea Farms.

1. **Welcome:** IFM Welcomed all to the meeting.
2. **Minutes of Last meeting:** Minutes of April 8th Meeting were proposed by IS and seconded by AAB.
3. **Matters Arising:** These will be dealt with as they appear on the agenda.
4. **Finance:**

4.1 Coigach Community CIC

- The April power generation was more or less on target , but IS warned that the may production to date looked very poor and unlikely to meet the production target of 141,000 kWh.
- This reduces the anticipated Community Contribution to £242k, subject to the wind delivering the expected production
- It was noted that part of the cable from the Turbine to the grid had become exposed. A cost of about £6k was expected to repair it. This was not included in the April Forecast

4.2 CCDC Trading Ltd

- IM agreed to chase SSF on the contract
- In the meantime, it was agreed to keep invoicing them for £500 per month until the contract gets signed
- No news from BMH on a profit share

4.3 CCDC

- The accounts have been produced in a slightly different way to draw out the Charitable giving. The new layout was discussed.
- Overheads more or less on budget
- £135k of charitable funds in the bank

- £4.5k of charitable spend in the month

5. Work Plan:

The current version of the work plan (updated 5th April) was introduced by DM.

5.1 Affordable Housing and Land

- Partnership Possibility: It was decided to approach the CEO of Highland Small Communities Housing Trust to discuss the possibility of CCDC entering into a formal partnership with CCDC. It is highly likely affordable housing will be the major draw on the projected £4+ million income from the turbine. Large scale expenditure in this area will require specialist expertise and the Board see it as important that the speed of development is as rapid as possible. There is a need for dedicated, experienced housing project management. The LDOs (1FTE) have insufficient capacity to undertake this work.
- Schoolhouse: Norscot have completed the work on the windows and doors. Other smaller-scale remedial work will be completed by Alan Pendred. An approach has been made to a fencer to erect fences and sort the gate to prevent sheep entering the grounds and going into the playing field.
- Letters to the Scottish Land Commission and the Crofters Commission have been sent. Replies are awaited.

5.2 Harbours and Piers

- A successful Duty Holders Training Course (funded by CCDC) attended by 19 people was held on 1st April. The Coigach Piers and Harbours Group (CPHG) will use the information gleaned at that event to assist them in assessing the Group's next steps re the possible bid for a community ownership of Old Dornie.
- Old Dornie Improvements: One behalf of Sumer Isles Enterprise Ltd, (SIE) Richard Williams had communicated to members of the CPHG that SIE had been having excellent conversations with Bill Baxter about the possibility of making significant improvements to the car parking and storage situation at Old Dornie. One proposal will require planning permission; the other is likely not to need it.

5.3 Coigach-Assynt LLP

- Acheninver Path: Two tenders have been received for work on the path. It is hoped the paperwork required to award the contract will be completed on April 15th. It is possible work on the path will begin late May/early June though these dates have yet to be confirmed. In the event of the path work costing less than estimated it is possible that some small-scale additional works could be undertaken as well as signage being erected. DM met with Dorothy Stott (planner) and she will be routing the planning discharge documents provided by Keith Mackey (Project Manager, OATs) to Phil Waite for his comments before approval.
- Foxpoint Path: The draft survey report has been received. Comments on it are awaited.
- Soil Beneath Our Feet: The Oral History project researcher has been appointed subject to paperwork being completed.

5.4 Smokehouse

- The signing of a lease with Scottish Sea Farms (SSF) is imminent.
- The building still needs to be cleared of some material. April 22nd has been set by CCDC as a date for this to happen otherwise contents not belonging to SSF could be disposed of. Message to this effect to be communicated via Julia.

5.5 Grant Giving

- (a) Some 28 applications have been received and approved to date. All 4 funds are no active.
- (b) Those organisations and individuals who received grants in the Oct-Dec period will be approached for an interim report to inform us of the impact of their grants. This monitoring is to comply with the requirements of the Office of the Scottish Charity Regulator (OSCR) that CCDC has an effective audit trail for its grant awards.
- (c) CCDC has approached Harper Macleod for advice on the possibility of developing a fund to assist businesses. A report is awaited.
- (d) The Board discussed continuing to use all avenues to promote the grant funds to encourage even greater uptake.

5.6 Development Plan

DM reported that the application that he had thought he had made to Just Enterprise for further support in producing this Plan, had not been received. The options now are either to go on a waiting list for the new programme of support (due to open in June) or to directly commission Just Impact to continue their work. The decision was taken to commission Just Impact directly.

5.7 Renewables

It was noted that the wind turbine's production has been excellent recently. There remains an issue with the paintwork.

5.8 Information and Publicity

Spring newsletter has been published and will be made available online and by print.

5.9 Tourism

Joint working group with Achiltibuie Tourist Association and NWH Geopark has met. Assistance has been sought, and received, from Chris Taylor at Visit Scotland re guidance on developing a marketing strategy.

5.10 Collaborative Working - Assynt and Coigach Organisations

An ad hoc working group has been established to consider the possibilities of collaborative working among Assynt and Coigach organisations. IM and DM are involved on CCDC's behalf. Mapping the organisations directly operating in Coigach and/or Assynt, or who have Coigach and/or Assynt in their footprint, was seen as the best initial step. It was noted that the CCDC award to Coigach Heritage (CH) has – as one of its purpose – a scoping by CH of possible collaboration among organisations on administrative functions. DM had been tasked with conducting this mapping for Coigach. CCDC's Board expressed concern about the purpose of the exercise and felt that if it had destination management collaboration in view as one of the main outcomes then ATA may be best placed to lead this work.

5.11 Other matters of interest to CCDC

AAB spoke about the recent, well attended, Highland Community Broadband AGM. Progress is being made in trying to resolve some of the difficulties faced by HCB and there were positive signs in that people were offering – once they had more information – the possibility of being further involved in HCB.

6. AOCB

None.

7. Next Meeting: Monday 15th July 7pm

