

Minutes: Coigach Community Development Company Board Meeting

Monday 12th September, 2pm Coigach Community Hall

Present: Iain Muir, Chair (IFM), Iain Scott, Vice Chair (IJGS), Steve Husband (SH), Phil Shaughnessy (PS) and Julia Campbell, LDO

Declarations of interest: With the two renewable energy under construction formal interests have been declared by director SH, Alison Sinclair (Coigach Wind Power Ltd) and JC who are share-holders of Achiltibuie Common Grazings.

1. IFM welcomed all to the meeting. **Apologies** from Ann Macleod (AAB) and Anne Campbell, LDO (AAC).
2. **Minutes** of last meeting - to be approved at next meeting pending amendments.
3. **Finance:**
 - a. Monthly financial statement was circulated. **(October statement Action IJGS)**
 - b. It was noted that cash is required to fund CAM programme for final 3 months
 - c. Income from BMH and CWP is hoped to begin in 2017
 - d. Coigach Community CIC: IFM is setting up a RBS bank account which needs to be done by the end of the month **(Action IFM)**.
 - e. Mandate required for CCDC Trading **(Action JC then IFM, IJGS & SH as signatories)**
 - f. IJGS circulated information relating to charitable status which includes advice on clarifying objectives, distribution of funds etc. Comments to be returned to IJGS **(Action: ALL read and comment)** It was noted that Udny Community Co. have a good model in place.
 - g. Two six monthly interest payments of £267.98 to Coigach Community Trust were made promptly (Feb & Aug) in respect of CCDC's loan and it was noted that this was providing the hall with 2% over base and an annual return of over £500.
 - h. AGM date to be on next month's agenda so circulation of accounts to members, invitation to accountant etc can also be timetabled. See also AOCB **(Action JC)**
 - i. All CWP invoices to be put on Quickbooks **(Action JC)**
4. **Broadband:** Highland Community Broadband (HCB) has been established by Ullapool Community Trust (UCT). A public meeting is being held in Coigach Community Hall Wednesday 14th September where HCB and UCT will present information and answer questions. It was noted that it's important that Coigach is kept in the loop and contributes to the discussion (Action JC, AAC)
5. **Land and Housing**
 - a. Achiltibuie Schoolhouse - work is now underway as Kinellan Contactors are now on site. Susan Hunter (Highland Small Communities Housing Trust) and Sam Stewart (Nationwide Foundation) made a site visit on 23rd August and were pleased to see work in progress and the "for rent" sign up. There have been several informal enquiries regarding tenancy.
 - b. IJGS has met with Susan Hunter (HSCHT) to confirm procedures for payment of invoices and drawing down of funds.
 - c. Smokehouse – PS reported that comparative Ullapool commercial are £53 pm² however it was felt that we cannot charge rent while facilities at the smokehouse are lacking, but that without rental income we would be unable to finance an upgrade. Directors to meet with tenants asap (Action All) to discuss. Further applications to Big Lottery and possibly RHF for housing in conjunction with HSCHT to be discussed **(Action: JC to meet with Alison Sinclair to review and exchange information)**.
 - d. Vacant House – CCDC was approached for advice regarding a vacant house in Altandhu as the owners hoped it might be of interest to someone as accommodation in return for refurbishment and renovation. Work required is quite substantial and, with various legal and family complications, it was agreed that it was best left to the owners to make a private arrangement without CCDC's further involvement. **(Action: JC to write to owners to thank them for considering CCDC, and possible benefits and to suggest other options)**.

6. **Piers and Harbour** Funding has been secured from HIE for feasibility study. (**Action: LDO to find out if Pier Users Group is still in action and what course of action they wish to follow**). *(at last meeting it was suggested that a public meeting be held to discuss to implications for funding pier developments in the wake of Brexit as most substantial funding is from EU).*
7. **Renewables:**
 - a. **Ben Mor Hydro** – Work is progressing. (**Action IFM: Andy Lyle to be invited to renewables meeting**)
 - b. **Coigach Wind Power** – The valuer has valued the project at £2,050,000. Assetz Capital is willing to lend 70% of project cost.
Susan Clark, Great Glen Consultancy is now the main contact for the community.
8. **Drumrunie** : Could RJ Mcleod improve the borrow pit at Drumrunie (as parking) if they are saved the expense of removing construction site at Achvraie? (**Action SH to speak to THC Planning Dept**).
9. **CALL:** Now have several new members of staff in place and are considering office accommodation. (**Action JC to ask Rich Williams if smokehouse office is of interest**) A successful Coigach event (exhibition and afternoon tea) took place to raise funds and promote the Achlochan/Firing Range restoration project.
10. **Newsletter:** it was agreed that a simple newsletter is created, circulated and published in the Ullapool News (**Action: JC/AAC - contact Alison Sinclair and/or Locogen for statement to cover BMH and CWP, draft to be circulated to directors, deadline 30th Sept**).
11. **AOCB -**
 - a. Last year's AGM was 3/11/15, this year's can be with 15 (? Check articles) months of that. It was agreed that November is becoming established and therefore as good a time as any. (**Action: JC to check availability of Paul the accountant and hall lounge, and identify dates for circulation of accounts, notifications etc**).
 - b. Advert for schoolhouse flats – (**Action JC to consult HSCHT about putting advert in UN**)
 - c. Local business courses – following enquiries from local businesses etc, there is ongoing interest in short training courses (**Action: JC to make enquiries and/or arrange with Business Gateway**)
12. **Date of Next Meeting: October date to be agreed.**