

**Minutes of Directors' Board Meeting****Date: Monday 27 February 2023, 7pm**

**Present:** Richard Williams (RW - Chair) Sheila Green (SG), Ben Walton (BW), Iain Macleod (IM), Robin Irvine (RI), Alison Sinclair (AS), Julie Edwards (JE – zoom); in attendance, LDO Julia Campbell (JC); Ann Marie Firth-Bernard (AMFB – zoom), HO Seoras Burnett (SB – zoom)

**Apologies:** Iain Scott, Dan Walton

**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. Julie Edwards works as administrator for the Coigach Community Hall. Julia Campbell is also on the Board of Communities Housing Trust, has an interest in the Acheninver path and is co-chair of the Coigach Community Hall Committee. Ann Marie Firth-Bernard is on the Board of Highland Community Broadband. Several directors are pier users. Robin Irvine is now a director of Summer Isles Enterprises.

- 1. Welcome:** RW welcomed all to the meeting.
- 2. Minutes of the last meeting and matters arising**  
Minutes proposed RI  
seconded JE

**3. Housing****Hydroponicum**

**ACTION:** JC to ask Katie Barnwell if she knows when the SLF board meeting to discuss the application is to take place.

SB suggested that if the application is successful we should immediately get together with CHT to move things forward. It is hoped that RIHF will be the major funder for construction and trying to identify other funders at the moment. Suggestion that THC may be interested in building a number of houses.

**ACTION:** SB to drop THC an email once we know if we have been successful, re. both Hydroponicum and smokehouse sites.

**Smokehouse**

SB has informed Munros that we are looking at disconnecting the power supply temporarily and the water supply has been turned off. Munros to do a CAT scan of the site. Building warrant ready and SB working on planning permission in principle application for site – preliminary design drafted with an indicative layout of 2/3 houses. **ACTION:** SB to collate drawings and design statement and circulate round the Housing Group. Plans will include access and parking places.

**ACTION:** SB to ask Munros for risk assessment/methodology documents. We need absolute clarity re. responsibilities for different scenarios.

### **RI left the room**

Letters had been sent to potentially interested parties.

### **RI re-joined the meeting**

#### **Schoolhouse**

SB went through measures suggested by Home Energy Scotland. **ACTION:** JC and SB to meet with Melanie at CHT to discuss. **ACTION:** SB to enquire further about insulation levels in the flats to check current EPC is robust. **ACTION:** SB to continue work and hopes to get back with report soon.

Legally CHT is the landlord and is responsible for improvements.

#### **Draft Housing Strategy**

To be kept as a living document.

**ACTION:** SB to update and ask for comments for next board meeting. Options to be presented in a table. **ACTION:** SB, JC and AMFB to compile a report re. Rural Housing Conference.

## **4. Finances**

### **CCDC Trading**

- BMH did a Profit distribution of £3,750 in June 2022, no further distributions are expected this financial year.
- CCDC trading is likely to be able to gift aid around £7k to CCDC in March 2023

### **CCDC**

- YTD we have paid SKS £7,467, with a forecast spend of £12k in the financial year.
- In January I have transferred £5k from the Charity Account to the operating account to cover the MD recruitment costs.
- £2,164 of Grants paid out in the month, of which £434 was energy grants to 10 individuals.
- Creative Scotland project spent £934 and is slightly overdrawn, awaiting the final £1,800 of the grant which will be released when the final report is submitted (AM is working on it)
- £275k of Charity Funds at the end of December 2022.
- I have started the process to recover individuals Gift Aid through HMRC, and await a magic code from HMRC to start the first reclaim
- The forecast the bank at breakeven at the end of the year.

### **Coigach Community CIC**

- Production 3% over budget
- Production was 202,202 kWh, 6,202 kWh better than the budgeted 196,000 kWh, generating £1,533 of additional income.
- Profit in the month of £29k, £1k better than the budget.
- Year to date profit is £195k, £38k better than budget. All likely to disappear as a result of the SSE curtailment in February 2023.

- The moving annual total dipped by 48,619 kWh from 2,049,387 kWh in December 2022 to 2,000,768 kWh in January 2023.
- Budget for February 2023 is 174,000 kWh. With the curtailment I expect the best production we can get to is 60,000 kWh. A significant loss. We have written to SSE seeking compensation. No response yet.
- Provided the Atlas data is complete I plan to calculate what the production would have been had the curtailment not been imposed on us.
- Today, we have realise doing maintenance on the Turbine.
- I expect a significant productions shortfall of 114,000 kWh in February.
- The moving Annual total will also take a significant hit. Last February the production was 252,971. If we reach 60,000 kWh production this month the MAT will drop by 192917 kWh.
- Forecast March 2023 Gift Aid to CCDC has dropped by £25k to £159k (budget was £155k).
- We are trying to set up board meetings for this company in early March and it might be that this company stops saving up for the 2026 capital repayment of £250k and releases an additional £50k to CCDC.
- As a result of the recent blade inspection, I have retained the unspent maintenance spend in March 2023 to repair the blades.

**ACTION:** Following discussion re. whether £60K should be moved from the CIC this or next financial year, the board felt that it should remain in the CIC account until next financial year – to check with IS if this is the right decision.

## 5. Recruitment

A candidate has been chosen – to be announced once references etc have come through. There will be a chance for LDOs to meet with them before start date.

## 6. LDO Monthly Reports

AMFB: website upgrade very nearly complete.

JC: **ACTION:** BW to install replacement Acheninver Path fingerpost.

## 7. Coigach Piers and Harbour Group

Tanera happy to help develop at Dornie Harbour, and RW had had a discussion with Michael Macleod. The board agreed that CCDC could offer to organise a facilitator for a meeting regarding the new slip. **ACTION:** RW to speak to MM re. a facilitator.

On a general note, it was agreed that there should be community consultation before CCDC starts engaging with different community groups in different ways.

## 8. AOCB

- New Head of Operations starting on Tanera w/c 6 March 2023 – to oversee Tanera becoming commercial and the completion of the building project.
- Pilot Growing Project first gardening day to take place at Acheninver Keder houses on Saturday 2 March from 10.30am.
- New subgroups to be confirmed, including clarifying DW's role.
- **ACTION:** AMFB to research condenser mics for hybrid meetings.
- JC had attended a meeting about the closure of Mo Dhachaidh on behalf of CCDC.

**DATES OF NEXT MEETINGS – all at 7pm**

**27 March 2023**

**24 April 2023**

**May TBA**

**26 June 2023**

**31 July 2023**

**28 August 2023**

**25 September 2023**

**30 October 2023**

**AGM 13 November 2023**

**30 October 2023**

**December TBA**