

Minutes of the HCDT Board Meeting on 20 April 2022

Present: Carole Miller, Fiona Jefferson, Innes Harrison, John Gordon (via video link), Euan MacLeod (Development Manager), Calum Macdonald (CIB Services).

Venue: Raebhat House, North Shawbost, HS2 9BD

○ **Finance update from CIB Services – 2021 Annual Accounts**

- Calum presented the draft accounts for 2021 – our financial year is Jan to December. The accounts show a positive financial year, with a net profit of £87,000 – compared to a net loss of £89,000 in 2020. Income of £300,000 was generated by RPG, in comparison to £140,000 in 2020. An additional £100,000 was retained by Coop bank and placed in a new bank account as an Equity Cure which may be drawn from if income generated by the turbine is not sufficient to meet the twice yearly bank loan repayments. Calum went over key bits of info from the draft accounts. A summary of the financial situation (at end of 2021) will be included in the Annual Report and sent out to members in advance of the AGM. Copies of the draft accounts will be available at the AGM.

○ **Matters arising from minutes of previous meeting**

- An Eathar are ready to move their equipment from the small shed to the big shed. The club can promptly move all equipment once HCD equipment has been moved from the big shed.
- Two formerly active HCD twitter accounts have now been deactivated.
- Keith Emmerson's project proposal was approved. The project will be named Revive. John and Innes both have furniture and other items that they will donate to the project. The Directors agreed HCD would purchase some tools from John. A discounted price will be agreed for any items that Keith requires.
- The first singing circle/cearcaill seinn event was extremely successful, with a healthy attendance, and all ages and musical abilities present. Many positive comments were received during and after the event. The next meeting of the monthly event is planned for 21 May. An electric piano will be purchased to be used for the singing circle, weekly session, and other musical events. Posters/leaflets will be delivered to the campsite at its busy times of the year. A donations box will be used in the community space for event attendees that wish to contribute towards expenses, funds raised will be used for community projects and events.

○ **Communications:**

- A thank you letter arrived following the £5,000 donation to Ukraine Appeal.
- We discussed an enquiry regarding funding for housebuilding in the HCD area. No grant funding is available from the HCD Community Fund, as alternative sources (e.g. crofting grants) are more appropriate. HCD provides a range of grants available to residents of the area.

○ **Funding Applications:**

- * The application by Shawbost Gardening Club was discussed. A grant of £500 will be provided to the group to prepare flower tubs throughout Shawbost and continue their work at the community garden at Ionad na Seann Sgoil.
- * Following the application by Acair publishing group, we will request details on how HCD will be acknowledged if a grant is awarded.
- * A bursary of £2,000 was awarded to Daniel Harrison. A bursary of £1,000 was awarded to Lauren Anne Maclean.
- * The board agreed that we would use the calendar year as the basis for considering and awarding bursaries. We also agreed that given the lack of clarity in this regard and the

fact that the application form was outdated, the board would review this and produce a revised application form. This task was to be shared between board members.

○ **Staff Matters:**

- * Applicants to the Office Manager post will be offered interviews as soon as possible. There are good candidates for the post.
- * A late application was received for the Health and Wellbeing Officer post, which will also be considered. The application will be reviewed before a decision on whether to interview is made.
- * Nick Coward left post once his contract ended at the end of March. Everyone thanked Nick for his hard work.
- * A new Tree Ark Assistant post will be advertised, recruitment will begin as soon as possible.
- * There was discussion of volunteer opportunities. We will look at creating more voluntary opportunities. Currently, volunteers assist with the delivery of the events programme and at the Tree Ark.

○ **Finance Update:**

- * The monthly management accounts for January have not been received. Despite that, the board are confident that the trust remains in a secure financial situation.

○ **Business Update:**

- * The Tree Ark is on track for a good year of production. Orders to planting schemes, local and in other island communities, have been fulfilled. The machinery and equipment needed to run the facility is under review.
- * There has been a good uptake of the community allotments at Grinnivat Rd and Dalmore. Over half of the allotment holders are from the HCD area, with most of the remainder being based in the neighbouring villages.
- * Euan gave updates on the funded projects.
- * Beach/sea safety sign for Dalbeg; the board agreed that this needed to be erected within a week or so, certainly prior to the AGM.
- * The board chose the logo design by Robbie Thompson as the winning entry. We will approach Robbie about creating a final logo based on the submission.
- * The board considered purchasing a tractor for verge cutting. An estimate for a suitable tractor will be sought.
- * All Slàn san Dachaigh project equipment, purchased with funds from Healthy Islands fund, has now been received. There has been no progress in establishing a system of making the equipment available to the community, as we have not yet recruited a project officer. We discussed ways of making the equipment accessible and tutors who will be hired to run classes for the community.
- * A projects meeting will be arranged to discuss live projects, and those currently in development.

Annual General Meeting:

- * No motions or applications for directorship have been received.
- * Online participation will be available through a Teams link. Info of this will be sent out to members prior to the meeting.
- * We will clarify how many votes by proxy that an individual member can make.
- * A pre-AGM preparation meeting will be held in the run up to the meeting, on 6 April at 7pm.

○ **AOCB:**

- * A review of email accounts will be undertaken to ensure no accounts assigned to former employees, directors, etc., are live.
- * We agreed we must have a process for ensuring former staff & directors have access from systems & social media removed immediately upon ceasing the relationship with HCDT.
- * The board discussed inviting a fish van to visit the Raebhat at a set, weekly time. Buckie fish van used to visit the Raebhat each week, however the van is no longer doing regular

runs around the island – though they do a regular run to Uist. We consult with the community with regards to interest in a regular visit by a fish van.

- * We discussed the potential for the board to donate a prize as part of the Youth Pipe Band raffle to be held later this year.

Next meeting: AGM Prep Meeting, 7.00pm, 6 May 2022. The meeting will be held at Raebhat House.

The Board of the Horshader Community Development Trust