

## **Minutes of HCDT Board Meeting on 03 September 2018**

**Present:** Flora MacLeod; Mairi MacLean; Sharon MacLeod; Jimina MacLeod; Alisdair Wiseman; Alan Murray (Development Officer).

**Apologies:** Domhnall MacLeod.

**Venue:** Raebhat House.

### **Trust Development Plan**

- We completed the first draft of the Trust Development Plan.
- First, we agreed that it would be good to undertake one flagship project and then have a handful of smaller projects that the Trust could initiate and complete within a shorter period of time. Once the smaller projects were completed, we could then select and initiate other projects from the Trust Development Plan on a rolling basis.
- We still have some work to complete the Trust Development Plan:
  - Briefing each of the projects in the Plan, especially those that we have selected to take forward in the short term, so that everyone has a clear and consistent idea of what each one actually entails;
  - Determining the resources that will be required from the Trust to support the delivery of the projects – both human and financial resources;
  - Establishing potential timescales; and, of course,
  - Taking the Plan to the community to get their input and commitment.
- However, this additional work does not need to be done before the quarterly open Board meeting in two weeks time.
- Once all the work has been done to complete the Trust Development Plan, it can become a part of the induction pack for new staff and Directors joining the Trust. And it can be a point of reference for any member of the Trust or resident of the Horshader area.

### **Quarterly open Board meeting on 17 September 2018**

- We agreed that the quarterly open Board meeting will go ahead on Monday 17 September 2018, 7.30pm, Raebhat House.
- The programme will include:
  - A progress report on the work of the Board over its first 5 months: Flora;
  - A brief report on the closure of the shop and café: Flora;
  - The final statement of accounts for the shop and café: Alisdair;
  - Highlights from the annual accounts from 2017: Alisdair/Sharon;
  - A report on all the funding provided by the Trust over this period: Alan;
  - The Trust Development Plan: Alisdair;
  - Christmas events: Jimina; and
  - Open forum for questions from community: Flora, supported by the other Directors.
- We agreed that we need to keep the report on the shop and café short and factual but we are keen to ensure that the community has a proper appreciation of the difficulties the Directors experienced.
- We agreed that the meeting will be open to members of the Trust and to residents of the Horshader area who are not members – we will bring membership forms along to encourage non-member residents to join the Trust.
- The newsletter will advertise the open meeting and Alan will include an invitation to the meeting with the newsletter when it gets sent out – power supply permitting!
- We didn't talk about it this time round but we previously agreed that we would lay on refreshments for the meeting to make it less formal.
- We agreed to ask Lefty to help encourage people to attend the meeting.

## **Other business dealt with at the end of the meeting**

### **The next edition of the newsletter**

- The draft of the next newsletter was approved with a few additions. It will be printed and sent out on 4 September 2018.

### **Setting up new bank accounts**

- We agreed that we will have identified the banks that we will approach in advance of the quarterly meeting so that we are able to report some progress on this important issue.

### **Budgets and a forecast for F2019**

- We will seek Calum Macdonald's support to create budgets and a financial forecast for the next financial year – there is no point trying to do this for the remainder of 2018.
- We will need to be prudent with regard to expenditure and funding grant applications, both within and outside Horshader, in the short term until we have a clear idea of the Trust's financial situation, especially given the poor performance of the turbine over the last few months. Funding applications for projects that directly benefit the local community will take precedence over all others.

### **Exhibition of Basher's work**

- We intend to combine this with whatever Christmas events we organise. We will look at what it might take to get the community room in Raebhat House redecorated in time for this.

### **Turbine insurance claim**

- The first claim has gone in but another claim will need to be lodged for the additional downtime experience in the meantime.
- We would like to understand the risk associated with trialling the experimental Statcom solution being proposed by SSE and to find out if there is a 'plan B'.
- It might be sensible to get in touch with North Tolsta, who have the same turbine set-up as us, to let them know what we have experienced so that they are pre-warned.

### **Recovering the unused loom**

- Alan confirmed that the recovery of the loom is scheduled for Wednesday 5 September.

### **Midas training**

- Alan has advertised our intention to organise this training within the Carloway community. We will see if this provides sufficient numbers to run a training course.
- Don will no longer be able to take the children to school after June 2019. So, we will need to recruit a new driver in sufficient time to provide perhaps a 3-month handover.
- We agreed to organise a 'prize' for Don at the 2019 school prize giving.
- We also agreed that the Trust should sponsor a few additional prizes at the prize giving as there are now so few prizes awarded at the local school level.

### **Permanent water supply for the Dalmore polycrubs**

- Scottish Water have been very challenging to deal with. We agreed to seek the support of Scott MacIver of MacIver Consultancy Services, 2a Steinish, Stornoway, HS2 0AA; telephone 01851 704703.

### **Bursaries working group**

- The working group will meet at 7.00pm Raebhat House on Thursday 6 September 2018 to begin looking at the rules around the granting of bursaries. We agreed that we need to tread carefully if we wish to widen the provision of grants.

### **Deep clean of the kitchen**

- We agreed that we should ask directly if Clean Squad intend to do the kitchen deep clean rather than be put off continually.

### **Memorial garden at the Grinnivat Road polycrubs**

- The family were entirely happy that the Trust should create a memorial garden and said that they would be happy with whatever David Murdo organised. They thanked the Board for their thoughtfulness.

### **Mindfulness event**

- Flora is going to talk to Lucy about staging a taster event to gauge interest in the first instance, rather than going straight into an 8-week course.

### **Activities with the school children**

- Jimina will bring the competition for naming the newsletter to the next school Governor's meeting.
- She will also progress the art publication for the Museum project at the same time.
- We understand that the children have already begun visiting the polycrubs – so David Murdo is picking up where he left off before the holidays.

### **Reinstalling the coffee machine**

- Alan will get a quote for reinstalling the coffee machine in the Raebhat House kitchen as this will not be made available in the community space once it has been redecorated.

### **Governing document**

- Alisdair will organise a meeting of the Governing Document working group as soon as possible, bearing in mind that one of the group members will be off the island shortly.

### **Christmas lights**

- We agreed to ask Jordan to look at what we might do to brighten up the village around Christmas time.

### **Staff and Directors event towards the end of the year**

- We agreed that we will organise an event towards the end of the year for the staff and Directors of the Trust. We have as yet no ideas about what this event might look like.

**Next meeting:** Monday 17 September 2018, 7.30pm, Raebhat House.

The Board of the Horshader Community Development Trust