

ISLE OF LUING COMMUNITY TRUST

Registered Charity SC036441

Minutes of Board Meeting held at The Atlantic Islands Centre on 15th October 2017 at 17:30

Present :

P Thomas (Sec), A Fleming (Treas), E MacLachlan, J Rennie

		Action
1	<p>Apologies :</p> <p>Apologies were received from N Dyckhoff, P Hooper (Chair), N McCorrisken</p>	
2	Minutes from previous meeting – Adopted as a true record	
3	<p>Matters Arising :</p> <p>PT raised a question as to whether Co-opted Directors were entitled to vote in Board decisions. AF confirmed that Co-opted Directors were not voting members according to the Company Articles, this could potentially be changed but it was felt in was not needed at this time.</p>	
4	<p>Treasurers Report :</p> <p>The Trust Bank account statements were distributed and agreed. The Trust retains a solid position in the main account.</p> <p>Bid to Aviva : AF explained that the Trust had made a funding application to The Aviva Community Fund for the Art Trail. All accepted applications will receive £200 and we have applied for £3,350.00. Aviva allocate grants on the basis of the votes a project receives, so please vote and encourage others to do so. The Website address to vote is https://www.avivacommunityfund.co.uk/voting/project/view/17-4858</p> <p>Celebrate Event : The event was successful and many thanks to all involved. Currently there is a slight surplus of funds for this event but these are expected to be used to pay JC for her work on the event. The Directors agreed that the remaining mugs should be distributed to the First Responders and Fire Service volunteers.</p> <p>Footfall Counter : AF explained that the current Footfall counter was not effective and he was looking into a more advanced system, he expects costs of this would be in the region of £3-400.00. It was agreed that this is necessary for the AIC to establish and monitor visitor numbers.</p> <p>Insurance : The annual insurance costs remain at approx. £3K. The board agreed that the contributions from LHG and LFR should remain the same as last year at £200 and £130 respectively.</p> <p>Ferry Leaflet – The Board agreed that we should proceed with this and requested that the TC Directors supply AF with the Winter Opening Hours.</p>	<p style="text-align: center;">AF</p> <p style="text-align: center;">TC Directors</p>

5	<p>Enterprise Development</p> <p>The board discussed possible Land Acquisition for the placement of 'Enterprise Pods'. A few suggestions were made including the land at the rear of Fladda, land near the fire station and the playpark. We will need to ascertain ownership and availability of the land before moving forward with this. AF will look into this.</p>	AF
6	<p>Appointment of Development Manager :</p> <p>Unfortunately there was a limited response to the initial advert for this post. It has been agreed to re-advertise on GoodMoves and also S1 Jobs, with a closing date in November and interviews 13/12 The job description and person specifications are also available on the IsleofLuing.org website.</p> <p>The Boar confirmed the Interview Panel would be – AF,PT, Jane Churchill and Annie Tunnicliffe. With Gill Law as reserve panellist.</p>	
6	<p>Housing Analysis/Project :</p> <p>The Board agreed that we should work with Cameron Anson and LCC to develop the Housing Needs Survey.</p>	
7	<p>Slate Festival</p> <p>This appears to be in hand. A number of suggestions were made for a Judge for the Slate Sculpture competition. Board members will approach these. AF to give talk on 'Formation of Slate' at 5PM</p>	
8	<p>Trading Company :</p> <p>Insurance Contribution – It was agreed this should remain at £1,000.00 for the year. AF to invoice TC</p> <p>Pension Arrangements – JR confirmed the TC had enrolled to the Peoples Pension Scheme.</p> <p>Rental – The TC has benefitted from a reduced rental over the past year, however The Trust is required to charge a 'market rate' for the next year and this has been set at £2,000.00/yr.</p> <p>Maria Carenduff – Maria has reported that things are progressing but there are a number of issues still to be addressed. The Trust board agreed that Maria should be retained as a consultant to continue the work in hand, however we may need to ascertain the scope of the work needed.</p> <p>The TC Staff were thanked for their good work with the Archaeologists and feedback from the visitors was very positive.</p> <p>AIC Website – The Trust needs to have the access details to enable editing and updating of the website.</p> <p>JR is to confirm that staff have been paid for deductions made to pay relating to the error made with regard to staff breaks. He will also ensure</p>	Trading Company & Trust Directors

	that procedures relating to the employment of ‘young workers’ are followed.	
9	<p>Member Enquiries –</p> <p>Further to the AGM where a Trust Member had raised a number of issues the Trust Board felt that the answers given at the AGM were complete and there was nothing that could be added to those responses.</p>	
10	<p>Maintenance</p> <p>The Chimney still remains a concern. It was agreed that this would be looked into and further discussion of Maintenance issues would be needed at the next meeting with PH</p>	
9	<p>Date of Next Meeting</p> <p>The next meeting will be on Sunday 15th October 2017 at 17:30</p>	