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| IoCCDT Director's Meeting Aug 31 2016 held in Canna House kitchen | | | |
| Minutes | | | |
| Present Gerry Mackinnon Chair (GM), Donald Mackenzie Treasurer (DM), Liz Holden Secretary (LH), Pete Holden (PH) | | | |
| Apologies Winnie Mackinnon | | | |
| Special Note: Director and Chair, Gerry Mackinnon, approved the membership application of Pete Holden (Aug 6th 2016) and the Associate membership application of Indigo Carnie (Aug 18th 2016). Approval of membership enabled the appointment of one new director, Pete Holden, making the meeting quorate. The resignations as Director (Denise Guthrie Aug 30th 2016) and as Member (Julie McCabe Aug 26th 2016) were noted | file resignations and email acceptance of resignation to Denise. Julie requested no response | LH | 30/08/2016 |
| Minutes of the meetings held on Aug 1st, 3rd and 8th were accepted | | | |
| Agenda items | Action agreed | By whom | When |
| 1. Matters arising Aug 1 and 3 <ul style="list-style-type: none"> • Camus Arts Centre. LH reported that she had spoken to Louise Logan (LL) about termination of the lease. LL is happy to pass this on if the wider community is in favour • Communications routes NTS and community. LH reported that she had spoken to LL regarding the proposals agreed in meetings Aug 1st and 3rd. LL would like this to be discussed at the community meeting (Sept 1st) • Camp site invoice. LH reported that she had emailed the invoice as agreed to LL (23/08/2016) • NTS meeting with the architects. Not taking place on Sept 14th. Likely to be mid October but awaiting confirmation of date | Report to the community meeting on Sept 1st 2016 Report to the community meeting on Sept 1st 2016 | | 01/09/2016 01/09/2016 |



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| <p>Matters arising Aug 8</p> <ul style="list-style-type: none"> DM reported that money had been paid for the items previously reported missing Pier signage. PH reported that this would have to be considered alongside signage planned as a part of the new harbour management scheme | | | |
| <p>2. Finance</p> <ul style="list-style-type: none"> DM tabled a Finance Update sheet for presentation to the community meeting on Sept 1st. The meeting approved the format and content | Report to the community meeting on Sept 1st 2016 | DM | 01/09/2016 |
| <ul style="list-style-type: none"> DM reported that the accountants have recommended several ways that record keeping for accounts could be improved. | Implement | DM | asap |
| <p>3. New membership applications</p> <ul style="list-style-type: none"> See special note above | | | 31/08/2016 |
| <p>4. Handover of maintenance for Hebnet, pier duties, generators, water, diesel book and electric meter readings</p> <ul style="list-style-type: none"> Gordon Guthrie (GG) to take over Hebnet from Stewart Connor (SC) DM will take over the other duties from SC as from Sept 1st 2016 Gas and coal orders done by PH as he has access to NTS finance system | LH to contact GG and ask him to briefly outline his duties at the community meeting Sept 1 GM to let everybody know the arrangements at the Community meeting on Sept 1 | LH GM | 31/08/2016 01/09/2016 |
| <p>5. Canna Community Shop / Moorings update</p> <ul style="list-style-type: none"> LH reported that a handover had taken place on Aug 18th 2016 with Julie McCabe (JM), Denise Guthrie (DG) and LH. JM went through shop procedures in detail and had prepared additional management documents. LH and DG then passed the information on to Isebail Mackinnon (IM) who will take the lead on shop matters until further resolutions can be reached at the community meeting on Sept 1st. Emergency cover duties: <ul style="list-style-type: none"> DM to collect and bank shop and moorings money and sheets on a daily basis and sort the float and float book. DM would like to get Canna suppliers to account for their own monthly sales when sale or return | Present to community meeting on Sept 1st | | 01/09/2016 |

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| <ul style="list-style-type: none"> ○ IM to sort ordering, monitoring of stock levels and sell by dates. Island tabs to be administered on a monthly basis ○ Indi Carnie (IC) to mop floor daily, keep counter clean and top up tea and coffee ○ LH to assist IC when back on island with the above and also keeping dog water bowls clean and emptying recycling bin. ○ ALL to top up bird feeders, keep garden area tidy, clean gutters, painting and other duties including being in the shop during busy visitor times. <ul style="list-style-type: none"> ● Taking the shop forward will be discussed at the community meeting on Sept 1st. DM tabled a short paper to focus this debate. ● Shop and moorings incomes will be separated in future accounting | | | |
| <p>6. Sanday Road project</p> <ul style="list-style-type: none"> ● GM clarified the situation regarding this project and its relationship to the loCCDT. Originally funding was sought by the crofting township rather than by the loCCDT as a formal body. This application was turned down on the grounds that there was not enough agricultural activity. A second funding route through Highland Council (Ward Discretionary Fund) was researched but this requires a formal body. Since this project will clearly benefit the whole community, it was agreed that the loCCDT would present the project on behalf of the community. Questionnaires have been circulated to back up this application. | Present to community meeting Sept 1st | GM | 01/09/2016 |
| <p>7. NTS correspondence</p> <ul style="list-style-type: none"> ● Glyn Young (GY) has sent an email outlining the situation with the Canna House Quinquennial Survey and Feasibility. A meeting will take place so that the architects can report back on what they found. New funding means that a package of immediate repairs to Canna House can take place. ● GY also reported that the Canna Built Environment QQS looked at historic structures on Canna. No immediate funding available but community need to look at plans and try tie in the findings and recommendations with the Canna | <p>Report to community meeting Sept 1st</p> <p>Attend meeting with NTS, architects and community - date to be agreed in October</p> | | <p>01/09/2016</p> <p>Oct 2016</p> |

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| <p>Development Plan (2013 - 2018)</p> <ul style="list-style-type: none"> VAT on diesel. A response from the NTS to the query raised by Colin Irvine should be forthcoming by w/b Sept 5th. GM and LH to be copied in. | <p>New directors to familiarise themselves with Canna Development Plan</p> | | |
| <p>8. Ceilidh funding</p> <ul style="list-style-type: none"> A paper was sent by Chris Deplano (CD) outlining plans for a ceilidh on Sept 24th to be held in the shearing shed. A request for a contribution to fund the band was made and agreed, subject to the event being run past LL. | <p>Contact LL on return from leave</p> | <p>PH</p> | |
| <p>9. Marine Harvest proposals</p> <ul style="list-style-type: none"> The community need to decide how they would like to feed back to Marine Harvest. Survey Monkey offer a free online package that would provide an anonymous ballot and enable Magda and Joaquin to take part in the process . This would be a preliminary step only to assist Marine Harvest in their decision as to whether or not to take the project forward to the next stage | <p>Discuss at community meeting Sept 1</p> | | <p>01/09/2016</p> |
| <p>10. CREE</p> <ul style="list-style-type: none"> Legal deliberations are ongoing with leases Building work unlikely to start before February | | | |
| <p>11. Recreational area</p> <ul style="list-style-type: none"> DG has asked that the community be asked if anybody would like to take this on as she no longer has the time | <p>Discuss at community meeting Sept 1</p> | | <p>01/09/2016</p> |
| <p>12. Access to information for new residents</p> | <p>Deferred to next meeting</p> | | |
| <p>13. Criteria for membership</p> | <p>Defer to 2017 AGM</p> | | |
| <p>14. Annual review of Equal Opportunities policy</p> | <p>Defer to 2017 AGM</p> | | |
| <p>15. Community Hall</p> | <p>Discuss at meeting with NTS, architects and community - date to be agreed in October</p> | | <p>Oct 2016</p> |
| <p>16. Development Plan review</p> | <p>Discuss at meeting with NTS, architects and community - date to be agreed in October.</p> | | |



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| | Review at next Director's meeting | | 31/10/2016 |
| 17. AOB <ul style="list-style-type: none"> Rural Housing Scotland. Contact re-established with Jodi MacLeod Update of website A letter from Sinead Wilkie concerning recent complaints was read to the meeting. A potential solution is being sought over the coming weeks | DM and LH to meet and take forward | | 01/09/2016 |
| 18. Date of next meeting | October 31 2016 | | 31/10/2016 |