

Kyle & Lochalsh Community Trust

Trustees Meeting – Kyle Lighthouse Centre, Station Road, Kyle of Lochalsh, IV40 8AE
Monday 15th January 2018

Item	Minutes	Action Points																				
1	<p>Welcome, Introductions, Apologies</p> <p>Kenny MacLeod (Stand-in Chairman), Marie Murphy (Secretary), Jo Wawrzyczek (LDO), Derek Noble, Pam Noble, Hugh Balfour-Paul (Pontoon Manager / Trading Co), Chrissie Gillies, Jessie MacKenzie, Panni McKerlich, Biz Campbell, Sean Valleley.</p> <p>Apologies: Brian Easter, Murdo Macrae, Bob Anderson</p> <p>Everyone welcomed by KM.</p>																					
2	Conflict of Interest	None																				
3	Approval of Previous Minutes	Approved DN, Seconded PN																				
4	Choosing Office Bearers <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th></th> <th>Position</th> <th>Proposed</th> <th>Seconded</th> </tr> </thead> <tbody> <tr> <td>BE</td> <td>Chairman</td> <td>MM</td> <td>KM</td> </tr> <tr> <td>MM</td> <td>Secretary</td> <td>DN</td> <td>KM</td> </tr> <tr> <td>BA (co-opted)</td> <td>Treasurer</td> <td>KM</td> <td>PN</td> </tr> <tr> <td>KM</td> <td>Vice Chair</td> <td>PN</td> <td>HBP</td> </tr> </tbody> </table>		Position	Proposed	Seconded	BE	Chairman	MM	KM	MM	Secretary	DN	KM	BA (co-opted)	Treasurer	KM	PN	KM	Vice Chair	PN	HBP	
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BA (co-opted)	Treasurer	KM	PN																			
KM	Vice Chair	PN	HBP																			
5	Matters Arising	New Members; 5 ordinary, 1 Associate members approved.																				
6	Financial Report	KM gave an overview of funds for both the Trust & Trading Co. accounts as given by BA																				
7	<p>LDO Update - See attached document.</p> <ul style="list-style-type: none"> ▪ Youth & Philanthropy Initiative (YPI) ▪ Pontoons ▪ Youth Project Perhaps tie in with YPI if successful ▪ Plock & Toll Office SLF. Consultancy to set up meeting 19/20 Feb, will want to view Plock. Plock Community Event to be organised in April. ▪ Website Coming along nicely – photos needed of Lochalsh – Competition suggested ▪ Kyle Gardening Club ▪ Staff Requirements Office help needed, 12 hrs / week suggested 	<p>Sean Valleley explained YPI. Trustees to have members to attend an interview at Plockton High.</p> <p>KM & DN to attend.</p> <p>07th April decided upon; Ideas to be investigated.</p> <p>JW to put together advert.</p>																				

		<ul style="list-style-type: none"> ▪ Car Parking Survey of Kyle required (has been done in past). 2 tenders received ▪ Participatory Budgeting Event 17th March – application to be in before 16th February ▪ VAT Registration to be reviewed and discussed 	<p>KM, PN, JW to assess tenders.</p> <p>JW to get more advice</p>
7	AOCB	<p>Helen Hudson meeting to be arranged in March re: growing & developing the Trust.</p> <p>JW requests holidays 26/03/18 - 03/04/18.</p> <p>Trust to advertise for Relief Cleaner.</p> <p>All staff contracts to be reviewed.</p> <p>Possibility of company to be hired for Toilet Block deep clean?</p>	
8	Date of Next Meeting	TBA	

Minutes approved by:

Minutes seconded by:

Date: