

## LDO report: 25/04/18

Updates	Notes
<p><b>PLOCK &amp; THE TOLL OFFICE</b></p> <ul style="list-style-type: none"> <li>• Family Day at the Plock on 14<sup>th</sup> April was well attended (&gt;150), everyone enjoyed it and we got positive feedback. The Trust earned █████ from the raffle and games and █████ from refreshments and cakes. Over 100 people commented on the proposed projects and discussed them with the consultant and architect. 13 local businesses donated raffle prizes and Co-op donated prizes for the Treasure Hunt. Army Cadets attended the Plock Clean-Up Competition and Shinty Ladies were selling burgers and hotdogs to raise funds.</li> <li>• Jean Hamilton and Ian Hall presented their recommendations for the development of the Plock and Toll Office at the AGM on 24<sup>th</sup> April. There was very good discussion following the presentation.</li> <li>• Trustees agreed the plan of the Plock which will be used for the asset transfer.</li> <li>• We are still awaiting the Toll Office valuation report from the District Valuer, however our Trust submitted our representation to be considered in the valuation.</li> <li>• A site visit for the Plock valuation was carried out by Iain Lewis from Torrance Partnership earlier today and his report will be submitted shortly.</li> <li>• Skye &amp; Lochalsh Access Panel will carry out an audit of the Plock and Toll Office on 30<sup>th</sup> April which will inform the final Masterplan.</li> <li>• An Asset Transfer form from BIG Lottery has to be completed and sent back to BIG.</li> </ul>	
<p><b>INSURANCE</b></p> <ul style="list-style-type: none"> <li>• We have renewed our insurance with Zurich Insurance at the cost of █████ which has been now paid in full. This is the last year of a cheaper insurance as Zurich has previously advised Highland Council wrongly and as a result we benefited from a cheaper insurance for the last several years. From next year we are looking at a minimum of █████ for the current cover.</li> </ul>	
<p><b>AGM</b></p> <ul style="list-style-type: none"> <li>• The AGM was well attended: Ordinary Members: 17 in person &amp; 36 by proxy Associate Members: 1 Non-members: 7</li> <li>• BE &amp; Marie M stepped down and were re-elected as Trustees. Judith Bullivant was also elected as a Trustee. Bob Anderson asked not to be re-appointed as a Co-opted Trustee.</li> <li>• Annual Accounts were approved by members.</li> <li>• Our solicitor arranged for Bob Anderson to be removed at Companies House on the basis that he has now retired as a Trustee.</li> </ul>	

<p><b>CAR PARKING/SSE</b></p> <ul style="list-style-type: none"> <li>SSE confirmed that they will cover the cost of the car parking feasibility study, however we are still waiting for the cheque. The study has already started. [REDACTED] from Fairhurst will carry out a site visit on 17<sup>th</sup> May.</li> </ul>	<p>Can anyone join?</p>
<p><b>TOILETS</b></p> <ul style="list-style-type: none"> <li>We have a new staff member, [REDACTED], who joined us as a holiday cover for the Toilet Attendants staff.</li> <li>People call the office when they put money into the wrong machines and expect to get a refund. A sign should be put up saying that the Trust should be contacted only in emergencies or if something is broken. No refunds will be provided if it is the fault or mistake of a customer.</li> <li>Proposal: Ask Resource Efficient Scotland to undertake free energy audit for the Toilets Building (perhaps even for the Toll Office).</li> </ul>	<p>Agree?</p> <p>Agree?</p>
<p><b>ADMINISTRATION OFFICER</b></p> <ul style="list-style-type: none"> <li>Job spec prepared and ready to be viewed.</li> </ul>	
<p><b>PONTOONS</b></p> <ul style="list-style-type: none"> <li>The transfer of pontoons from Kyleakin to Kyle was delayed this year due to weather conditions and some works that had to be done to fix parts of the pontoons. The last section and the electricity still has to be transferred.</li> <li>I am still waiting for confirmation of seasonal rates and the facility's policy to be uploaded on the website.</li> <li>Facilities Manager position</li> <li>We have not heard from [REDACTED] re: pontoons.</li> </ul>	<p>Who will review this?</p>
<p><b>HIE</b></p> <ul style="list-style-type: none"> <li>100% funding for LDO for 2018/2019 was confirmed by HIE.</li> </ul>	