

Kyle & Lochalsh Community Trust

Joint KLCT & KLT Meeting – Toll Office, Kyle of Lochalsh, IV40 8AZ

Wednesday 07th August 2019

	Item	Minutes	Action Points
1	Welcome, Introductions, Apologies	<p>KLCT: Marie Murphy (Secretary), Pam Noble (Chair / Treasurer), Derek Noble (Trustee), Murdo MacRae (Trustee), Tristan Southall (Trustee), Jo Wawrzyczek (LDO), Cheryl McIntyre (PPO), Kevin McCann (pontoon Manager).</p> <p>KLT: Marie Murphy (Director), Murdo MacRae (Director), Don Finlayson (Director).</p> <p>Apologies: Siobhan Barker (Trustee KLCT), Michael Henderson (Director KLT), Norman Finlayson (Director KLT).</p> <p>Everyone welcomed by PN. Murdo MacRae left as had RNLI callout</p>	
2	Conflict of Interest	None.	
3	Approval of Previous Minutes	Approved DN, Seconded MM.	
4	Matters Arising	<ul style="list-style-type: none"> ▪ RBS signatories - has been sorted. ▪ Ekspan – Invoice has been paid. 	
5	KLT Report	<p>Pontoons (KM)</p> <ul style="list-style-type: none"> ▪ After a busy start now quieter due to slack winds. ▪ Invoice required for SEPA who have used a mooring for 36 days. ▪ Blue container has been emptied of 20 small gas cylinders, has been cleaned out to be used for storing tools etc. ▪ Gas cylinders belong to HBP, also signs and posters for his business are still being kept. HBP has requested by email that posters be given to Red Moon. ▪ No further complaints re: rubbish as KM has been instructing pontoon users on use. ▪ FB – unofficial page causing confusion. <ul style="list-style-type: none"> ▪ Had email from tour boat requesting berth on specific dates/times (heavy boat) – will need to consider installing final part of pontoons to accommodate. ▪ A life ring has be donated – could do with one more. ▪ Other tour boat request – to wait and see if they get back in touch – if so they would have to agree an appropriate donation and guarantee no legal action. ▪ Wifi – equipment is owned by AL – not required for this season. ▪ No repairs required – all in good order. <p>KM left the meeting</p>	<p>JW to send invoice.</p> <p>HBP to be contacted to remove all his equipment- PN. KM to give.</p> <p>KM to set up new official page, JW, MMac to be added as Admin. KM informed berth will be weather dependant.</p> <p>KM to ask MH.</p> <p>JW to ask HBP who owns the line.</p>

		<p>Toilets (DF)</p> <ul style="list-style-type: none"> ▪ SLHA did some work – fixed toilet seat, tightened some taps. ▪ BE still happy to help with small maintenance jobs. ▪ SLHA quote sent – time needed to read through details. ▪ New prices to be agreed for Laundry services. 	<p>All happy. To get back to JW with comments. To be decided.</p>
6	LDO Update	<p>See attached report</p> <ul style="list-style-type: none"> ▪ Unlikely to be able to submit National Lottery Heritage Fund application on time so will submit again later in the year. 	
7	PPO Update	<p>See attached report.</p> <ul style="list-style-type: none"> ▪ K-Drone film shown at the start of the meeting. ▪ Press release next week's WHFP re: move into the Toll Office. ▪ Sent out 7 tenders to local contractors for renovations – itemised quotes required. ▪ Quote given for cladding walls, ceiling & putting shelves in store room – high so CM happy to do the work. ▪ KLCT now has a Jewsons Account. ▪ Interface - A university wide 5K Innovation Grant is available – can be used for match funding. 4 from RGU and 2 from UHI wish for a face to face meeting. ▪ Poo bags need to be ordered – can do online order. <p>DF left the meeting.</p>	<p>All happy for CM to proceed.</p> <p>Any Trustees who want to be involved let CM know. All agreed.</p>
8	Financial Report	<p>PN explained KLCT cash flow & accounts. All discussed. PN wishes to contact Accountants to set up Quickbooks for KLCT.</p>	<p>All agreed.</p>
9	Topics to Discuss	<ul style="list-style-type: none"> ▪ Plock celebration / NYE party? NYE party – not an idea for now. Meeting needed for Plock event. ▪ Pop-Up Café at the Toll Office 17th August – then perhaps weekly? ▪ CCTV for the Toll Office. ▪ Set rental costs for the Toll Office. ▪ Technical Inspection for Public Toilets. ▪ PPO recruitment – Scottish Land Fund to fund position. End of Year Report to be sent. ▪ P&J wish to write an article on Community Projects. ▪ Funding Applications & wage structures. 	<p>PN, MM, SB to arrange a date/time. Maybe same day as Community Shed on. DN to look into. Agreed £5/hr local, £10/hr companies. Already discussed. Job Description to be updated – JW/CM. All agreed. Discuss next meeting.</p>
10	AOCB	<ul style="list-style-type: none"> ▪ Donation boxes / Phone tap donations. 	<p>DO'D to look into.</p>
11	Date of Next Meeting	<p>Wednesday 04th September 2019</p>	

Minutes approved by:

Minutes seconded by:

Date: