**Monday 10th February 2025 @ 6.30pm**

**Sligachan, Dervaig**

1. **Welcome**

Anne Cleave AC (Chair), Arran Skinner ASk (Vice Chair), Simon Proud SP, Jean-Louis Lanteri-Laura JL, Tracy Mayo TM, Alex Duncan AD
Alicja Newbrook AN, Amber Scott AS (Minutes)

1. **Apologies**

Colin Morrison CM, Ian Hepburn IH, absent

1. **Conflicts of Interest**

JL may have a conflict of interest with item 6D.

1. **Minutes of meeting of 24th November 2024**
	1. Review of outstanding actions

AC proposed, TM seconded.

1. **Minutes of meeting of 6th January 2024**
	1. Review of outstanding actions

AC proposes, SP seconded.

1. **Matters Arising**
	1. *Insurance cover review (AS/IH)*

AS explained the only change to insurance cover was reduction to vehicle values.
Possible improvements to health and safety via NFU Mutual consultant might be cost prohibitive in terms of recommendations. Board agreed to leave things as they are but investigate the current policies and procedures, and to ensure annual reviews.

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| **Action:** | **Responsibility** | **Deadline** |
| Check current H&S policy and procedures, risk assessment, incident recording and first aid provision.  | AN and AS | ASAP |
| Check what first aid and tickets DM and TF have eg ladder ticket | AN and AS | ASAP |
| Set up health and safety pre-training session, | AC | ASAP |
| Contact SWMID for information on how they handle their health and safety, | TM | ASAP |
| Get a copy of example policy. | SP | ASAP |

* 1. *Deer management, inc. contract review (AN)*

AN explained current deer management policy. Current contract has expired, and are now not following any contract with provider, we currently pay £70 per head, plus travel expenses. There is 3 months’ notice period to the stalker.

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| **Action:** | **Responsibility** | **Deadline** |
| Retender the contract for deer management. | AN  | ASAP |
| Contact Tireregan group regarding their management policy. | ASK | ASAP |

*c. The Boathouse update (AC, ASk, CM)*

Boathouse contract has been awarded after review process. HoT and lease to be drawn up. We need an electrician to do safety certificate, which is likely to fail due to recent flood damage, will need to do remedial work before Boathouse can open.

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| **Action:** | **Responsibility** | **Deadline** |
| Speak to solicitor regarding drafting paperwork. | AN and ASK | ASAP |
| Send out news to the membership once lease has been signed. | AN |  |
| Engage an electrician and flood protection gates at Ferryhouse and Boathouse. | AN and ASK | ASAP |

 *c. Express of Interest process (JL withdrew from conversation)*

AN put a procedure in place last November, which has been sent to the board for review and comments. Discussion around the policy being broader reaching. Board agreed for current EOI to be circulated.

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| **Action:** | **Responsibility** | **Deadline** |
| Upload current EOI up on the website and Facebook and send to those who are already awaiting document. | AN | ASAP |
| Create/adapt document to capture other types of expressions of interest. | AN | Non-urgent |

*d. Plot sales (…) (CM)*

Discussion regarding sale of plots in general and fairness regarding land ownership and precedence. ASk spoke re substantial investment already put into sale in legal fees. TM would like to have a meeting to create asset sale policy. At this point board would not like to progress this sale until we feel we have a robust policy and financial advice.

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| **Action:** | **Responsibility** | **Deadline** |
| Set up a meeting regarding the sale of land and policies after financial meeting. | AS |  |

 **7. Report from the Chair**

AC read out the report from the chair. Discussion was had regarding in what capacity WR would assist Ulva house project. Board agreed to go back to WR.

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| **Action:** | **Responsibility** | **Deadline** |
| Share her notes to AC on Ulva water supply history | TM | ASAP |
| Respond to WR regarding possible help with procurement for Ulva House project and what her terms and costs would be. | AC | ASAP |
| AC to go back to Duthchas Ulbha Research Community (DURC) to say we are happy to be involved.  | AC |  |

 **8. Asset and Development Managers Report**

- AN is having issues with procuring a company to deal with septic tanks and bio discs on Ulva. Only possible interested party is someone from mainland.
- Rental increase due, board agreed not to raise rent until issues resolved.
- Ulva House grant funding update. AN felt meeting was overall positive, they’ve asked for cash flow and projections for 3-5 years post project completion. Funding will be split in two payments.
- AN asked board for approval for conservation specialist to create spec for roof repair as Ulva House as it is a listed building. Board agrees to quote for flat roof and flashings.
AN asking for small group of directors to assist with Ulva House project, AC and JL volunteered. AC and TM thanked AN for her hard work.

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| **Action:** | **Responsibility** | **Deadline** |
| Explore the idea if we can do the pumping and transport waste to Ulva Ferry for collecting by local contractor | ASK with help from SP and AD | ASAP |
| Continue to contact Septic Tank Services. | AN | ASAP |
| Meet to discuss projections for COF funding | AS and AN | ASAP |
| Go back to Historic Building Consultants to go ahead with work with clarifications regarding materials and inclusions. SP to help with wording. | AN | ASAP |
| Add Ulva Buggies conversation to next board meeting. | AC |  |
| Create a file for all properties for complaints and correspondence. | AS | ASAP |
| Ask board members who are not present if they would like to be in the group for Ulva House assistance. | AN | ASAP |

*b. Ulva Maintenance Operative Report*

N.T.R.

1. **Office Manager’s Report**

- AS read out main points from report and gave overview of move to Xero and new management accounts spreadsheet. AS thanked JS from InspirAlba for her hard work on this project. Board agreed to organise a thank you gift. There had been no charge for this assistance.
- Board agreed to a finance meeting via Zoom to go into further detail with financial adviser and JS present.
- A customer in arrears has increased monthly payment to diminish the outstanding arrears. Board moved to counter their offer requesting a larger contribution until the balance is cleared.
- Issue with zip-file containing board meeting pack, not all Board members able to open, return to attaching to emails individually

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| **Action:** | **Responsibility** | **Deadline** |
| Organise finance meeting with JC and JS | AS | ASAP |
| Organise a gift for JS of InspirAlba | AS | ASAP |
| Calculate possible payment plans for customer in arrears and draft email for increase in monthly payment | AS | ASAP |

a. Woodfuels Operative Report

N.T.R.

1. **Finance**

Covered in Office Managers report.

1. **Correspondence**

ASk had an email regarding the lower Langamull dog walking track’s issue with the cattle grid and pedestrian access.

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| **Action:** | **Responsibility** | **Deadline** |
| Circulate email for further discussion | ASK | ASAP |

**12. Any other competent business**

Nothing noted.

**13. Date of Next Meeting**

10th March 2025 to be held in Ulva Ferry, location to be decided.