

Isle of Gigha Heritage Trust Board Meeting

Thursday 20th October 2022 at 7pm

Trust Office / Microsoft Teams

Present: Fergus Christie (FC), Andy Clements (AC), Jane Clements (JC) Jane Millar (JM), Ian Pinniger (IP), Ian Wilson (IW)

Apologies: Liz McCrindle (LM)

Minutes: Jane Millar

1. Chair welcome & apologies

IW welcomed everyone to the meeting and noted apologies received from LM.

2. Monthly Management Report

Bank Balances as at 30.09.2022:

IGHT has £16,241.46 in the current account and £30,860.45 in the reserve account.

GTL has £28,418.33 in the current account.

GGPL has £113,240.17 in the current account and £22,155.74 in the reserve account.

GREL has £59,263.05 in the current account and £72,525.16 in the reserve account.

GGPL compensation: £79,897.82 was received from Enercon on 12th October. This amount is the 20-21 compensation amount less the service contract fees that were due for 19-20 and 20-21. These invoices were held due to the downtime experienced.

Woodland Management Plan: A basic draft plan has been received which maps out and identifies the existing woodlands on Gigha. A meeting is to be arranged with Gordon Brown to discuss how the plan will move forward with regards to community consultation and proposals for woodland expansion, funding and resourcing.

Cashflow: £40k was received from HIE to IGHT for the campsite project. £50k is still due to be received for the campsite project between HIE and RTIF. There is still c£150k in LCTT Gateway claims to be received for Jan-June, with the Jul-Sept claim due to be submitted in October. A Lottery claim for the Gateway project is also to be submitted at the end of October. Cashflow will hopefully improve towards the end of the year if these grants are received soon.

Craft Unit 3 & Hotel: The current Craft Unit 3 lessee has received an energy bill addressed to the previous tenant. AC has a copy of the meter reading taken at the time of the previous lease exit date and current lessee start date so will provide these to assist with the matter.

Craft Unit 3 is looking for permission to serve hot drinks, however the board suggested that the tenants focus should be on running the Hotel.

Staffing is an issue at the Hotel. The Board is meeting with the Hotel again on 21st November. AC is reviewing opportunities for a generator for the Hotel. The Hotel bar hopes to open in new year.

The matter of the painting loan repayments was raised and should be checked for both the Hotel and Shop.

Fencing: Campsite fencing has been completed for £10k including VAT and Coastguard fencing done for an additional £1.5k. Ardaily fencing came in on budget and the cost has been split with the Mill proprietor. South Drumachro fencing area has been reviewed and strainers have been put in, but the contractor ran out of time to do any further work. This is now on hold. The march-dyke down towards Gallochoille is also on hold until availability of the contractor and cashflow allows.

Housing: 2023 budget needs to allow for remedial electrical works. APE Solutions is to provide cost estimates for all of the issues they have identified. EPCs are still to be returned from DM Hall.

Expense request: The board approved for AC to purchase a Cat & Genny cable detector for c£1.5k once cashflow improves.

3. Accounting Matters

Intercompany loans: RA Clement have noted that annual interest should be repaid on intercompany loans. RA Clement will also advise on loan repayment schedules for these loans. The remaining intercompany loans are:

GTL to IGHT: £52,424 Marine loan including interest charged at £2,496 for 21-22.

GGPL to IGHT: £135,681 loan including interest charged at £3,368 for 21-22.

GGPL to GREL: £78,625 loan including interest charged at £1,918 for 21-22.

Bounce Back Loans: The board proposed the GREL Bounce Back Loan should be repaid fully as there is enough reserves to do so. IGHT will reconsider repayment of their Bounce Back Loan once cashflow improves.

GTL Campsite lease: Rent for the lease of campsite ground will start from 1st April 2023 now that the campsite is operational. The lease between IGHT and GTL is for £5k per annum and monthly payments has been suggested rather than annual or quarterly.

4. Financial Support update

William Duncan & Co approached the Trust following the advertisement for a Finance Manager/Consultant. They offered to prepare a trial financial report to gauge requirements of IGHT and their resources. This has yet to be received however the company director returns to office on Monday 24th October. It is expected William Duncan & Co may not have the availability to take the Trust on as a client. Hannah Fawcett, ex-financial consultant, has recommended the accountancy firm that does the financial reporting for the company she currently works for. IP to follow up with Hannah.

5. Members meeting actions update

FC has listened to the members meeting recordings and cannot identify any amendments to be made to the minutes already circulated to members.

The board recognised that members meeting minutes do not have to be approved as there is no reference to members meetings within the constitution. The members meeting minutes for 2022 have been worked on several times. Members will have a final opportunity to submit amendments.

IW has not been able to meet with the Community Council yet so will follow up with this again.

Members have suggested that questions from members should be submitted in advance so that matters can be discussed more fully and accurately by the board, and no personal matters should be raised at members meetings.

JM is to prepare a letter explaining the proposed voting method of drop-in and proxy.

6. Working Groups

The Memo & Arts group had their second meeting, and all group members have areas to focus on and report back on at the next meeting.

The board previously agreed to contact the 10-year strategy and plot working groups to start up soon, however the board members have had a lot of meetings on and are struggling to find time to meet with the other groups. It was agreed to wait until the next meeting following the AGM to see if more directors will be on the board to assist with this.

7. AGM

AGM preparations are in hand. The board agreed to arrange a present for Fiona McGlynn at the value for £150. SB to contact Fiona's secretary to gauge whether she would like Gigha gin, a hamper, restaurant voucher, etc.

8. AOB

Net Zero – FC and JC met with the Net Zero group recently. The prospect of an Environmental Officer was raised as there are many funding streams available to support this kind of role. The board discussed this but recognised there would be resource and financial implication of another funded job post. It was suggested that the Trust reviews this again in 2023 when Gateway is completed as this project is impacting on cashflow and staff time in dealing with the funding of it. The Gateway project also currently steers the job description of the Ranger post which can be reviewed following March 2023 and will incorporate aspects of an environmental officer role so this needs to be clarified before another post is considered. A GREL & GGPL board meeting is being arranged for 5pm on Thursday 27th October. The Net Zero group has proposed that Adam Murphy joins the GREL board. JM is to invite Adam along to the next meeting on 27th October.

Activity Centre – FC and JC met with Craig Bott to discuss how the season went. Craig is looking to continue the lease and run the business. The board agreed to arrange another meeting in spring prior to 2023 season. The rent for the business and commission on the e-bikes is to be reviewed at that point.