

Minute/Note of Meeting

TITLE : Urras Stòras an Rubha
DATE : 16 March 2015 **TIME** : 7.30 pm
VENUE : Point and Sandwich Power Office, Knock

Present: TR Clark; CM Dunn; E Chaplin ; A Macdonald; GK Macdonald; D Macritchie; DJ Macsween; G Smith; Cllr A Macleod;

Apologies: N Mackenzie; N Macleod; S Macleod; Cllr N Macleod; Cllr Z Stewart

Item		Summary and Action	Who?	When?
1	Minute of meeting of 9 February 2015	The Minute of meeting of 9 February 2015 was approved.		
2	Matters Arising	a) C Dunn reported that the sum of £2218 had been promised by HIE to assist with legal costs related to the purchase of Knock. b) It was noted that the erection of the green mesh screening had again been hampered by bad weather. c) It was noted that John Gillies of Ken MacDonald & Co was to speak to CnES solicitors to try to speed up the purchase of Knock. d) It was noted that Brodie's, solicitors for Scottish Water, had asked for the court case due to be heard in March to be postponed to allow further consideration of the matter. e) It was noted that three Declaration of Interests forms were still awaited. In discussion of this matter it was noted that K Johnstone had never attended meetings and had not submitted apologies and that A Ross had only attended one of the 8 meetings of 2014, had not attended either of the two meetings so far in 2015 and had not submitted apologies. Article 53(g) of the Articles of Association of USAR states that directors automatically vacate office if absent without the prior consent of directors from more than 3 consecutive meetings of directors. Although it is within the power of directors to resolve to remove directors from office because of non-attendance as described, it was decided initially to ask C Dunn to ascertain if they wish to continue as directors of USAR.	N Macleod T Clark C Dunn	Immediate (weather permitting) 31 March
3	VAT	John Moffat of Mann,Judd Gordon gave information on issues relating to USAR applying for registration for VAT. The following points were noted: There are no VAT exemptions for modification of buildings, whether OSCR registered or not.		

		• Registration for VAT could help recover, over time, the outlay on VAT on the building works. • Quarterly billing would not be too onerous. • USAR could opt to have the building registered for VAT. • This would effectively mean an additional 20% rental for any tenants not VAT registered. • Under the Capital Goods scheme there would be an annual review of how the property is used. • For building works of over £250,000, the use of the building would be monitored over ten years and if there was any change of use, there would be a repayment to HMRC in respect of such change. • An outline map of the building should be drawn, indicating the area that would be taxable. • Discussion should be held with possible funders to ascertain if grants would include VAT costs. • Following an application to opt for VAT registration, a decision should be received within 4 weeks. • There is only a 6 month window to reclaim VAT on professional services (architects etc)		
4	Applications for membership	It was decided to accept the applications for membership of the company, and 20 new members, as in the list attached to this minute, were admitted to the company. C Dunn agreed to confirm membership with all applicants.	C Dunn	31 March
5	Equal Opportunities Policy	The draft Equal Opportunities Policy was discussed and some amendments to terminology were agreed.	C Dunn	31 March
6	Aird	Storm Damage The following were noted: • USAR had been released from the lease for Aird, but written confirmation of this release should be sought. • The building survey by CnES officers was in progress. • If there is a decision to repair, the cost of the works would go out to tender. • The decision may be to demolish the building. • The link building between the community centre and the school has already been badly affected by mould. This is a matter of concern and needs to be monitored. • A copy of the survey report would be requested. • The equipment and furniture stored in the PAS zone should be moved to a more watertight area. • A scaled down Point show was being planned for this year. • Connected Communities were considering moving their servers, possibly to the Community Centre, given the condition of the school building. It was noted that this would be a matter for TCA, who should be made aware that the level of use was variable, but that there was a substantial cost related to charging the battery back-up. Meanwhile, N Mackenzie has secured an agreement, through G Kennedy, CnES, that Connected Communities will pay whatever is necessary electricity to their server. Cllr A Macleod offered to contact C Mackenzie, Asset Manager, for an update on the situation.	N Mackenzie A Macdonald G Smith C Dunn PAS AMacdonald G Smith Cllr A Macleod	31 March Immediate Immediate When required. Immediate

8	Financial matters	Financial information provided by N Mackenzie was noted. • Accounts had been paid by PSP and Struay Pictures. • The final account from Business Stream for Aird is likely to be for around £520, but that a final meter reading could reduce this amount significantly. • USAR is currently in credit with EDF energy. • The balance in the current account is £1589.83, but the reimbursement of the sum of £1457 for planning fees from Big Lottery should be paid in shortly. Fund-raising It was agreed that a second hand book stall would be set up, with an honesty box, in the foyer outside the PSP office, and that an occasional bric-a-brac table-top sale should be considered. Both of these would be dependent on contributions from directors and members. It was agreed that a hamper for a raffle would be prepared, and that donations of food or drink items for the hamper should be brought to the next meeting. It was agreed that long shelf life local produce should be included. It was agreed that a record should be kept of work in kind, to be presented as USAR contribution to the development.	All	Immediate
9	Logo	C Dunn agreed to check if Z Stewart had spoken to H Macdonald about a logo design for USAR, and if she had not already been approached to discuss the matter with Margaret Anne Macleod, Designer with Acair.	C Dunn Z Stewart	Immediate
10	Date of next meeting	The next meeting would be held on 11 May 2015 in Point and Sandwick Power offices, Knock at 7.30 pm	DJ Macswen C Dunn	