

Minute/Note of Meeting

TITLE : Urras Stòras An Rubha

DATE : 1 November 2021

TIME : 7.45 pm

VENUE : Ionad Stoodie

Present: A Lamont (Chair); DM Macdonald (Vice Chair); CM Dunn (Secretary); N Mackenzie (Treasurer); M Bruce; TR Clark; J Dixon; GK Macdonald; H Macdonald; DJ Macsween.

Apologies: E Chaplin; S Macaulay; N Macleod; G Smith; Z Stewart; Cllr N Macdonald; Cllr A Macleod; Cllr F Stewart

Item		Summary and Action	Who?	When?
1	Minute of meeting of 15 June 2021	The minute of meeting of 20 September 2021 was approved.		
2	Matters Arising	a) Croft acquisition: It was noted that there was no new information on the croft acquisition. b) It was noted that the quote for tarring was still current, but that funds had not yet been identified for the work.	N Macleod	Ongoing
3	Declaration of Interests	None Declared. It was noted that an email would be issued following this meeting for the annual update of the Register of Interests.	C Dunn	Immediate.
4	Aros An Rubha Building	Progress D Smith, TIG, had provided a written report, from which the following were noted: - Overall, the refurbishment is going well, with blockwork to the extension complete, fibreglass works complete and internal framing to the shop area and extension complete. Windows have been installed. 1st fix plumbing and ventilation is complete, the roof brackets for the PV panels have been fixed and the roof works will be complete by the end of October. - Contractor is meeting weekly with the neighbour, with no issues to report from these updates. - Stonework to the South Elevation of the former school building has been exposed, showing the pointing to be in very poor condition. After considering the options it was decided that the best and most cost-effective solution would be to re-point the stonework and not to roughcast that elevation. This will create a feature of the existing stonework. - Flooring and colours for paint have been chosen. - Cashflow – HIE payments are being made promptly, but RCGF payments need to be chased every month. Quarterly VAT payment was received in September. The first instalment of the CNES loan has been requested, in order to ease pressure on the cashflow.	All	Immediate and ongoing

	Use of the Building	- The new SSE connection is programmed to take place on the 10th of November. There will be no power to the building on that day. TIG are chasing the electric meters with the electricity supplier. The following action points from the report were noted: - Concerns were raised at the site meeting by the M&E engineers regarding the ventilation planned for the shop area, following confirmation from the shop fitter that there would be a fascia between the top of the refrigeration units and the ceiling. This will impact on the effectiveness and operation of the ventilation system and window actuators. The ventilation system has been approved by building control and a change should be avoided if at all possible. This requires further discussion between USAR/Donna and the Shop - The logistics of moving into the new shop was also discussed at the site meeting. O'Mac would like to begin works on the shop store when the shop fitting is underway. The logistics of this will be discussed by D Smith and the shop at an early stage. - Drainage – a quote which gives a range of prices for different scenarios has been received from Duncan Mackay. D Smith is to contact them to get clarity on what is involved and get a fixed quote for the works. - A building management plan will have to be drawn up once the building is complete. Difficulties with sourcing ironmongery means that the Comann Eachdraidh door will have to be unlocked at all times when the building is in use to ensure there is a fire exit. This will have to be included in the building management plan. It was noted that updated figures on rental would need to be obtained in order to proceed to drafting of leases to take account of building use following the completion of building works.	D Smith, A Lamont, C Dunn, N Macleod	Immediate
5	Energy Hub	CARES loan It was noted that final ratification, at Scottish Government level, of the loan element of the CARES funding was still awaited, pending scrutiny of USAR accounts and the TIG loan arrangement.	D Smith	Immediate
6	Point Community Forum – sub-group	Development Officer post The Board welcomed the news that Donna Matheson had been appointed to the Community Development Officer post, with a start date of 22 November. It was noted that payroll matters would be handled by Mann Judd Gordon. It was further noted that some guidance on general HR matters would need to be sought. The possibility of the Development Officer having a role in the management of play parks was discussed, but it was agreed that the management of play parks was not within the scope of the post and should be handled within communities. The Sheshader model was commended in this regard.	S Macaulay	Immediate

7	Reports from constituent groups	The following were noted: Point and Sandwich Trust hosted a meeting on Monday 27 September to allow community groups which had capital project aspirations to contribute to the formulation of a new 5-year development plan for PST. The Rudhach has been successful in appointing a replacement job-share designer. The Comann Eachdraidh AGM will be held on 18 November. Point Agricultural Society aims to hold a show in 2022, within a new building, rather than using marquees.		
8	Financial Matters	In addition to the information in 4 above, it was noted that the next VAT claim would be submitted in November.	N Mackenzie	Ongoing
9	Next Meeting	To be arranged.		