

Minute/Note of Meeting

TITLE : Urras Stòras An Rubha

DATE : 20 December 2021

TIME : 7.00 pm

VENUE : Zoom

Present: A Lamont (Chair); DM Macdonald (Vice Chair); CM Dunn (Secretary); N Mackenzie (Treasurer); M Bruce; E Chaplin; GK Macdonald; H Macdonald; N Macleod; DJ Macsween; Z Stewart; D Matheson; D Smith; Cllr A Macleod; Cllr F Stewart.

Apologies: TR Clark; J Dixon; S Macaulay; Cllr N Macdonald

Item		Summary and Action	Who?	When?
1	Welcome and apologies	A Lamont welcomed Donna Matheson, new Community Development Officer for Point. Apologies were noted from T Clark, J Dixon, S Macaulay and Cllr Norman Macdonald		
2	Minute of meeting of 15 June 2021	The minute of meeting of 1 November 2021 was approved.		
3	Matters Arising	a) Croft acquisition: It was noted that some progress, on the part of the tenant, was being made with regard to the croft acquisition.	N Macleod	Ongoing
4	Declaration of Interests	Directors involved with the following bodies declared an interest in respect of Item 6: Point and Sandwich Trust, the Comann Eachdraidh, Buth An Rubha, the Rubhach and Urras Eaglais na h-Aoidhe.	DJ Macsween N Mackenzie DM Macdonald C Dunn GK Macdonald; E Chaplin; H Macdonald; Z Stewart	Immediate.
5	Aros An Rubha Building	Progress D Smith, TIG, reported progress as follows: - Progress on site is good and on programme. - Externally, rendering is nearly complete on phase 1, roof works are complete and the blockage in the drain has been removed. However, they did find another blockage outwith the curtilage of the site which		Immediate and ongoing

	Energy Hub	will be up to Scottish Water to address. • The Heat Pump has been fitted and is quiet. • The roller shutter door has been installed in the shop store and brushes have been ordered to quieten the doors. • Internally, taping and filling is completed, and the heat pump has been installed, plus 1st fix electrics and plumbing completed. Internal doors, skirtings and facings have been fitted. • Floor coverings were being fitted week beginning 13 December. N Macleod gave information regarding the timeline for the fitting out of the shop, and undertook to acquire the plan for the shop for D Smith. Decisions also need to be taken regarding the storage of the shop's stock while the fit-out is taking place, as the current store will no longer be available. It was noted that the funding package for the Energy Hub project had been confirmed on 16 November and that this gave scope for funding the tarring of the car park surrounding the building. It was agreed to accept the quote of £33,069.53. for the tarring, Energy Hub The following were noted in respect of CARES Funding: • The loan and grant for this element of the project has been confirmed and agreed, • The heat pump has been fitted, has been tested and is quiet; • USAR will be able to claim for that work in January. • The planning amendment, due on 11 January, has to be approved before ordering of the solar panels; • D Smith will monitor the situation in case there is any delay that will impact on the project and the ability to order the PV panels and get them fitted before the 31st of March 2022. In terms of the Centrica application (led by A Nicholson) for phase 2 of the project it was noted that: • A meeting had been held with Centrica, where a progress report was given. • Various documents had been submitted to Centrica as part of their due diligence process; • Centrica Officers will put together their due diligence report for the decision makers within Centrica with a view to a final decision in the New Year.		Immediate Immediate Immediate
6	Planning for post completion stage	Valuation and leases It was agreed to ask Torrance Partnership to carry out market valuation of the different areas within Aros An Rubha with a view to providing a guide for the drafting of leases for the new building. It was noted that the surveyor would not be available until January. Strategic Planning It was agreed to make application through Just Enterprise for Impact Hub consultants to provide third party advice in the revision of the strategic business plan for USAR in the context of ensuring viability and sustainability in the business model for the refurbished building.	D Smith C Dunn	Immediate Immediate

6	Development officer	D Matheson summarised her work so far in the post, including: • Familiarisation with the overall context of the post; • Study of documentation, such as business plan and consultations; • Re-establishing links with community development colleagues • Ascertaining the current funding landscape and existing local/national community. • Researching information on other Community Development Trusts' Strategic Plans, both locally and throughout Scotland, as well as speaking to others who have been involved in similar projects. It was agreed that, looking ahead, tasks would include: • Agreeing key priorities with the board; • Ascertaining the priorities of local groups, ensuring that all groups are included. • Assisting local groups in accessing information and funding opportunities. A Lamont commended the work done by D Macdonald in organising the technical equipment required for Donna's home office, and S Macaulay for sourcing HR documentation. It was agreed that information needs to be publicised about Donna's appointment and about the post. It was decided that this would be done in the New Year. The Rudhach deadline of 16 January was noted, as was the possibility of publicising the post in Hebrides News, We love Stornoway and the Stornoway Gazette, in addition to the website and social media.	D Matheson Board members. C Dunn D Matheson	Immediate and ongoing Early January.
7	Reports from constituent groups	The following were noted: The Rudhach was complimented on the attractive presentation, including additional colour pages, in the latest issue. The Comann Eachdraidh AGM was held on 18 November. Urras Eaglais na h-Aoidhe has completed maintenance work in the graveyard, and has decided as the next step to repair the mausoleum.		
8	Financial Matters	Most of the activity relates to the building project, for which the following were noted: • The December valuation from the contractor has been raised, • The loan draw down from CNES is awaited, and D Smith is chasing this request as a matter of priority, the original request having been made on 2 December. • Cllr A Macleod offered to seek information from the Finance Department, to ensure that the funds will be available before the 31st of December.	N Mackenzie D smith	Ongoing
9	Next Meeting	To be arranged.		