

	MCDC Board Meeting approved minutes	
	Date:	Tuesday 5 th August 2025
	Time:	7.00PM
	Location:	Hub
	Public/Board Only	Board only
Directors Attending:	<i>Angus Robertson (AR) (Chair)</i> <i>Miles Welsh (MW)</i> <i>Henriette Laidlaw (HL)</i> <i>Keith Laidlaw (KwL)</i> <i>Bob Jones (BJ)</i> <i>Susan Taylor (ST)</i>	
Staff attending:	<i>Suzanne Pender (SP), Lilia Dobrokhodova (LD)</i>	
Apologies:	-	
Chaired by:	<i>Angus Robertson</i>	
Minutes by:	<i>Aukje Delnooz</i>	
Meeting is quorate:	<i>(Minimum 3 directors, and majority are elected directors)</i>	
Declaration of Interests	<i>None</i>	

Agenda Points	Summary/Discussion/Feedback	Actions/Decisions	Person responsible	Due
1. Welcome & declarations of interest	Declaration of interest: AD does shifts at the café.			
2. Minutes of last meeting and matters arising	Last Meeting 3 rd June Public Meeting: approved by email. Extraordinary Meeting 4 th June (Budget and MCW): approved by email Extraordinary Meeting 17 th July (Housing): approved by email			
3. Operations Report (SP)	Report was circulated before the meeting. Main points: MCDC landlord responsibilities:			

	<ul style="list-style-type: none"> - Harbour shed almost completed. CAOLAS will get part of shed for tank/hatchery, 6-month arrangement initially. - Septic tank has been emptied for first time in 15 years and now scheduled for annual maintenance. - Health & Safety is electronic document now, with all checks for hub/harbour recorded in system. - Community Woodlands project: consultation done by HL/Katy (thank you to both) and fed back to Diane from Woodland Trust. Residents at TNF positive about consultation and offered good ideas. SP to draft up scope of work, to be agreed asap and put out to tender with view to do the work in Autumn, to show progress. - Meeting 6/8/25 re insurance, as broker declined to provide quote, due to outstanding claim. - Watersports Club lease nearly done. Just final area drawing to be completed. - <p>MCTC:</p> <ul style="list-style-type: none"> - Café has been challenging: profit from food is good, but staffing costs are high, so FOH hours have been cut down from 1/8/25. Coffee machine training done. July's figures are better than June. Café will continue to deliver the Urram lunches. Café hosting Coastal Testimonies exhibition again (starting 6/8/25). Ideas discussed on additional meal events e.g. Sunday roast lunch. SP to progress - Harbour and sauna performing well this summer. 3 musters done. - Alcohol licence opens on café tomorrow (12-3pm), harbour (4-7pm). - Bike maintenance sessions well received so far. - Looking for funding to further develop harbour building. <p>MorVolts:</p> <ul style="list-style-type: none"> - Pigging of pipes is completed. - 2 breakers have been replaced (with breakers that can be operated remotely). - Bank has approved request for MorVolts to offer loan for housing project. 	<p>Action: SP to draft the scope of work</p> <p>Action: SP to do drawing to add to Watersports Club lease.</p>	<p>SP</p> <p>SP</p>	<p>2/9/25</p> <p>2/9/25</p>
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	<p>Staff housing issue: SP and café manager still looking for longer term accommodation. Suggestion: Miner's Court?</p> <p>Sharepoint rolled out to staff; directors are next. IT support will create diary appointments to guide users through it.</p> <p>H&S policy has been circulated. Needs small amendment and be recirculated. SP to amend and directors to approve at next meeting. One document for all 3 companies.</p> <p>19th August: Games night at café</p>	<p>Action: SP to amend H&S policy Action: all to approve H&S policy at next meeting.</p>	<p>SP All</p>	<p>Asap 2/9/25</p>
4. Housing update (LD)	<p>Housing update was circulated to directors. LD will get back to directors asap with answers to their questions.</p> <p>SP and LD will see TSL on Friday (with architect and quantity surveyor). Grant offer from Rural & Islands Housing Fund needs to be signed by chair and witnessed. (We can announce the grant offer, as it's on the Rural & Islands Housing Fund website now (need to ensure we have their approval for any official publicity). Need to decide on definite go/no go by end of month.)</p> <p>LD confirmed that the Coram foundation grant offer was secured but they would like it to go to some specific identifiable aspect of the project - we will hope to be able to do that.</p> <p>Highland Council infrastructure funding has yet to be formalised</p> <p>MorVolts plan to meet on Monday to decide on a loan to MCDC to help fund the project.</p> <p>Social Investment Fund (SIF) are offering a grant and loan, but require detailed information including a three year cash flow projection for the whole business, before approving the loan.</p>	<p>Decision: all agree that Chair can sign the grant offer from Rural & Islands Housing Fund.</p> <p>Action: Isla to draft press release regarding funding offer.</p> <p>Action: AR/KwL/SP to produce 3-year cash flow document and circulate to board for approval.</p>	<p>Isla</p> <p>AR/KwL/SP</p>	<p>Asap</p> <p>asap</p>
5. Finances	<p>Treasurer's Report (circulated before meeting):</p> <ul style="list-style-type: none"> - MCTC doing very well for the month, compared to last year. - MorVolts: After a very dry April and May, now after June about £60k down from last year at this point. 			

	<ul style="list-style-type: none"> - MCDC robustly healthy, but housing money to come out soon, which is why we have to have a strict budget this year. - Auditors happy with the budget. - Cash flow: satisfied with the cash management system. <p>Rem Comm:</p> <ul style="list-style-type: none"> - Meeting coming up in Sept to review this year's staff pay rise and annual staff pay rises to be reviewed in Dec. - Need to appoint new member instead of AR. 					<p>Decision: all agree to appoint MW as new member of Rem Comm.</p>		
6. Mem & Arts	Agreement to progress amended Articles to AGM for approval.					<p>Action: SP to write up the small amendments discussed and circulate for comments (and then check with government).</p>	SP	asap
7. Stakeholder engagement & communications	<ul style="list-style-type: none"> - Loch Run, new activity, supported by volunteers. Stress that you don't have to run. Emphasise the need for volunteers for our various community groups and activities. - Housing news - If community members have questions about any of MCDC's projects, please communicate, so we can try to resolve any issues. 					<p>Action: Isla to communicate news</p>	Isla	2/9/25
8. AOB	<p>Café opening now and in winter: MCDC need to know how much financial support the café will need in winter, so MCTC needs to write proposal. Have we got the right KPIs for café? We also need to recognise successes and added value in other ways. (E.g. % of use by locals, supporting community groups such as Knit&Natter, paying wages in community) Important that community members know when the café will be open. Plan for winter: 3 days/week, plus 2 evenings a month. If anyone wants to help provide evening meals/activities: speak to SP.</p> <p>Website issues: Morvern.org doesn't work on ipad/Safari and not rendering properly on phone.</p>					<p>Action: SP & MCTC to write proposal for café support in winter and consider additional KPIs for café.</p> <p>Action: ST to meet with Isla regarding website issues.</p>	SP/MCTC	2/9/25
							ST/Isla	2/9/25

	<p>KL/MW are attending Highland Community renewable energy meeting remotely and will report back.</p> <p>Update on Hub electricity: SSEN complaint now at appeal stage - outcome will be published in newsletter. Thank you to MW for all his hours of work on this.</p>	<p>Decision: all agree for MW to go ahead with ordering another meter for electricity supply.</p>		
Date of next meeting	<p>2nd September: Board meeting re housing (go/no go) / Subgroup Mem&Arts AGM paperwork needs to be published by 7th Sept.</p> <p>7th October – Village Hall, AGM (apologies from ST) 2nd December – Hub</p>	<p>Action: AR to share previous AGM preparation flow chart with KwL, who will send to SP Action: SP/AD to send out documents for AGM</p>	<p>AR/KwL SP/AD</p>	<p>Asap 7/9/25</p>

Meeting closed at 8.35pm

Next Meeting	Date	2/9/25	Time:	7pm
	Location	Hub	Public/Board Only	Board only
Minutes approved	Date:	Sign:	Name	