	MCDC Board Meeting Minutes APPROVED	
	Date:	Tuesday 4 th February 2025
	Time:	7.30PM
	Location:	Village Hall
	Public/Board Only	Public
Directors Attending:	<i>Angus Robertson (AR) (Chair)</i> <i>Keith Laidlaw (KwL) (Treasurer)</i> <i>Miles Welsh (MW)</i> <i>Henriette Laidlaw (HL)</i>	
Staff attending:	<i>Suzanne Pender (SP)</i>	
Apologies:	<i>Susan Taylor, Bob Jones, Lilia Dobrokhodova</i>	
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>	
Members of public attending	4	


Agenda Points	Summary/Discussion/Feedback	Actions/Decisions	Person resp.	Due
1. Introduction	Welcome, AOB request: any progress on Miners' Court gardens? (to be addressed under point 5)			
2. Minutes of last meeting	Approved by email (19/1/25) and posted on Morvern.org. Matters arising to be discussed at relevant points in agenda.			
3. Operations Report	SP has compiled a plan for year ahead and met with key stakeholders. Priorities MCDC to March 2025: <ul style="list-style-type: none"> - housing project - completing land purchase harbour - agreement SSF houses. 			

	<p>MCTC: priorities:</p> <ul style="list-style-type: none"> - Harbour maintenance - Harbour development plan - Café <p>Harbour:</p> <p>Winter maintenance at harbour in full swing. The garage rebuild at the harbour has been submitted for required building warrant.</p> <p>Temporary winter staff: thanks to our two members who will both be leaving us soon. We have advertised for Harbour master. Called all the bikes in for much needed service and maintenance. Only allowed to hire for 3 months at a time now, to ensure regular maintenance.</p> <p>Hub:</p> <p>Just completed interviews for café manager. Taken on cleaner for Hub. Appointed digital support, will be here on Friday doing full survey of all our facilities and cybersecurity. Lots of work done on safety across all operations.</p>			
4. Treasurer's report	<p>See attached report. Main points:</p> <p>MCTC is (as expected for this time of year) low on cash, so monitoring but not concerned.</p> <p>Morvolts is currently approx. £120k more than this time last year. However in December 24. We recorded a record generation that was 23% more than dec 23. But earned 93% of the revenue in 24 compared to 23. This is indicative of the market and the lowering prices for generated energy which we expect to continue in a downward trend. E.g. we cannot expect Morvolts to continue to generate such surpluses going forward</p> <p>MCDC is in general good financial health with a healthy cash reserve. However we wish to ear mark the majority of this for the housing build especially as current funding is short. Against this desire to protect the funding for the housing project, there have been</p>			

	<p>exceptional commitments being requested and made on MCDC funds from supporting wind farm studies, to unexpected maintenance costs of the MCDC assets. This in total is somewhere around £60k to support the community. These include Pontoon/Harbour maintenance, Café support during the winter, Café equipment purchases and work to investigate the community approach to potential wind farms. There is also the purchase of the harbour land from the estate which is mostly fund supported but requires up to £7,500 from MCDC. Additionally operational costs have slightly increased from sorting out IT services to provide equipment improving health and safety aspects of our employees.</p>			
4a. Delegated responsibilities	<p>Still to be confirmed by MorVolts.</p> <p>MCTC's January 2025 minutes included: Decision: Unanimously agreed to maintain the status quo regarding delegated responsibilities: decide as a group and present to MCDC for approval instead of having a set amount.</p>	<p>Action: AR to confirm MorVolts proposal for delegated responsibilities for expenditure</p> <p>Decision: MCDC approves MCTC proposal on expenditure responsibilities – Authorised expenditure per MCDC authorised MCTC annual budget. Failing that, requires special MCTC board request to MCDC for approval.</p>	AR & MV	Asap
4b. Bank mandates/cash management	<p>Finance meeting tomorrow (5/2/25) will discuss both the Cash management service and bank mandates. Board preference for at least 2 authorised signatories for availability but only one signature required for each authorisation.</p> <p>Adeline has completed forms for bank cards for Isla/SP, SP needs to sign and AR/KwL to approve.</p>	<p>Decision: Finance sub group (SP, AR, KwL) empowered to address cash management service, bank mandates and 2025-6 budgets at finance meeting and report actions back to main board</p>	SP, AR, KwL	5/2/25
4c. budgets 2025-2026	<p>Also on agenda for finance meeting: MCDC and sub-companies need approved budget that can fit into XERO to generate management accounts.</p> <p>MCDC wants to set up maintenance budgets for all assets: harbour, Miners' court, Hub, Barr hydro and in the future the new houses too. We will review the assets and agree what a yearly maintenance budget would look like.</p>			

4d. Café equipment for approval	<p>Recommendation from Chris & Agi to improve equipment for café, SP has discussed with MCTC: £3.2K needed for</p> <ul style="list-style-type: none"> - New coffee machine (faster) (old coffee machine to be sold, as too complicated for use at marina) - Freezer - Ice machine 	Decision: all agree that MCDC to invest £3.2K on the new coffee machine, freezer and ice machine, per recommendation		
4e. Harbour investments for approval	<p>Maintenance (urgently needed), refurbishment of showers will cost £17K+VAT, and is being done at the moment. Total amount requested from MCDC: £20K</p> <p>HIE has approved contribution for purchase land by harbour and sailing club.</p> <p>Current harbour improvement proposal:</p> <ol style="list-style-type: none"> 1. Shelter (9x5m) outside seating area, benches, picnic table, 5K 2. Sauna 3. Concession for food van to sell hot food (not pizza!) early evenings. 4. Apply for licence to sell soft drinks, beer, lager from HM office (stock to be purchased from Lochaline Store where possible). Only between 5-8pm when harbour master is in. <p>Total cost will be £31.6K, but applying for a £17K grant. Concerns were expressed regarding the safety of alcohol when handling boats and impact on other local businesses.</p>	<p>Decision: all agree MCDC to invest up to £20K for major items of landlords maintenance at the harbour</p> <p>Decision: all agree on items 1, 3 & 4. Item 2 (sauna) is only agreed subject to funding being awarded.</p>		
4f. Urram donation for approval		<p>Decision: all agree to a £1200 donation to Urram towards the Community Lunches in 2025, but method of donation still to be discussed with MCT.</p> <p>Action: SP to discuss Urram donation with MCT</p>	SP	4/3/25
5. Housing update	<p>Miners' Court: Architect is waiting for quote for work regarding the rear garden drainage. Expects quote by the end of this week and work to be done mid-March.</p>	Action: SP to check what the "planting" in the quote refers to.	SP	4/3/25

	H&S / training needs: ongoing (SP) SP to ask DTAS for advice regarding improving our policies.	Action: SP to speak to DTAS re our policies	SP	4/3/25
10. Wind& Emissions reduction update (AR)	Wind: windfarms, trying to get community consultation started. AR has one lead. SP to write scope of work for that; draft and AR to add to it. In contact with GreenCat regarding solar panels for the new houses. Nothing to report. District Heating: did report and were coming back.	Action: SP to draft scope of work for windfarm consultation and share with AR Action: AR to chase CARES report	SP AR	4/3/25 4/3/25
11. AOB	-			
Close of meeting	20.48			

Next Meeting	Date	4/3/25	Time:	7pm
	Location	Hub	Public/Board Only	Board only
Minutes approved	Date:	10/02/2025		ANGUS ROBERTSON

Addendum to the Minutes: Treasurers report for MCDC board 4th Feb 2025

As per usual, as treasurer for MCDC I report on the 3 separate companies. Where I have taken a management report on cash and assets for the last month vs the previous month. E.g Jan 25 vs Dec '24 and the last month vs the previous year. E.g. Jan 25 vs Jan 24 for all companies. This is to be able to report on Trends rather than day to day operational items.

Then I comment on items related to the finance function.

MCTC is as expected for this time of year low on cash. However, compared to this time last year it is not a large difference. So, a watching brief but not a concern.

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MCDC

Is in general good financial health with a healthy cash reserve. However we wish to ear mark the majority of this for the housing build especially as current funding is short. Against this desire to protect the funding for the housing project, there have been exceptional commitments being requested and made on MCDC funds from supporting wind farm studies, to unexpected maintenance costs of the MCDC assets. This in total is somewhere around £60k to support the community. These include Pontoon/Harbour maintenance, Café support during the winter, Café equipment purchases and work to investigate the community approach to potential wind farms. There is also the purchase of the harbour land from the estate which is mostly fund supported but requires upto £7,500 from MCDC. Additionally operational costs have slightly increased from sorting out IT services to provide equipment improving health and safety aspects of our employees.

Others:

Cash Management. This is to ensure if there was ever a banking licence issue we spread our risk such that we would have multiple accounts with no more than the government guarantee of £85,000 per banking licence and as such ensure we always secure our cash reserves. Additionally we should expect an income on interest. For an approximate £1.4 million in multiple types of accounts we should expect £65k ish of income on interest. We are close to implementing the selected cash management service.

Morvolts is the group's 'cash cow' and is extremely important to MCDC and the community. Currently, there are four directors at Morvolts. As the treasurer, I encourage the Morvolts board to find at least one, if not two, additional directors as soon as possible. The reason is succession planning. We need more depth on the Morvolts board to ensure the continuity of this valuable asset.