

**Assynt Development Trust Limited**

**Minutes of Board Meeting 1:00pm 16<sup>th</sup> May 2019 Community Room, Lochinver Village Hall**

Present

Willie Jack, Marianne Hutchison, Nigel Goldie

In attendance

Ewen MacLachlan, Adam Pellant, Morven Taylor

Apologies

Sarah- Ann MacLeod, Boyd Alexander

Conflicts of interest

None

Item	Minutes	Action
1. Housing Survey	<p>Presentation by Morven Taylor of HSCHT on the recently delivered Assynt Housing Survey Discussion on housing issues with regard to Making Places Design Charette, CaSPlan, The Glebe Land, Scottish Land Fund</p> <p>The Assynt Housing Survey shows that there is a strong demand for housing in the parish; a good enough response rate but a little lower than average due to the lower level of private rentals compared to average. The demographics are typical of what was expected with significantly higher than average holiday &amp; second homes. Morven felt that it is definitely worth considering working with Highland Council to consider how to move the findings forward.</p> <p>Survey results: First choice for housing is social rent, Second is building own home for which there is a loan fund. Most popular is rent to buy – rent for five years and then buy at a discount (2 bedroom £480pm 3 bedroom £560pm). Buying in five years is at least 20% discount from the market price confirmed at time of initial rent. As a comparison Social rent would be 2 bedroom £400pm 3 bedroom £475pm</p> <p>Rural housing burden and SHIP (Strategic Housing Investment Programme) is a five year plan community by community across Highlands, led by HC and including HSCHT. Not part of the local plan but this may be informed by it. SHIP will match the best provider (HSCHT, Albyn, Cairn &amp; HC) with each project.</p> <p>Morven described site HSCHT are developing in Balmaha with Matt Bridgestock at JGA. Rural Housing Fund applies to March 2021 and covers approx 60% of construction cost – depending on the size of properties, bed numbers and choice of social or mid-market rent. Social rent levels will result in a higher RHF grant</p> <p>Need to work up matrix of costs showing rent to be charged along with the balance of community needs / individuals needs – MT to send details to AP Community Allocations Policy.</p> <p>Morven described a Project in Skye – three bodies – Community group / HSCHT / Lochaber Housing Assoc – two of the properties are run through HC housing allocation and four with community allocations in mind.</p> <p>Refurbishing existing houses – talked of the three former manses, two in Baddidaroch and one on Canisp Road. Refurbished houses in Achiltibuie (bought by CCDC) and Kinlochbervie (two former school houses on 21 year lease – achieved with more grants)</p>	<b>MT</b>

	<p>WJ asked if any of the sites identified in Lochinver could be developed within timescale of RHF's demise – MT replied that yes it could be done in time but it would be tight.</p> <p>WJ asked what next steps would be  MT – find out from Highland Housing Hub what HC are thinking and report back at the end of May Feasibility study, contaminations, business plan work can be co-ordinated by HSCHT</p> <p>SLF – works in tandem with RHF. Either can fund initial work but only RHF can fund construction. RHF is delivered by SG but must be supported by HC</p> <p>John McHardy – HC Housing &amp; property. (Allan Maguire is Johns manager at HC) MT recommended that Ronnie Macrae from HSCHT should discuss the next steps with HC. ADT agreed with this approach</p> <p>Morven thought that ADT / HSCHT should possibly consider a Local Housing event to discuss the various housing options available to folk. She will send ADT a short summary of the Assynt Housing Survey to share more widely.</p> <p>Private residential tenancies – changed last December. Now more security to tenants instead of rolling six month tenancies.</p> <p>Timescale for next steps – MT will let us know when can provide us with more info. Possibility of coming up to see Matt Bridgestock at the Making Places design charette in Lochinver on Thursday 30<sup>th</sup></p>	<p><b>MT</b></p> <p><b>RM</b></p> <p><b>MT</b></p> <p><b>MT</b></p>
2. Making Places Design Charette/ SLF -CAT	<p>Update from AP on Charette 24<sup>th</sup>/25<sup>th</sup> April</p> <p>AP &amp; EM met informally with Tony Usher whilst out with Martin Thomsen</p> <p>Next Charette is on 30<sup>th</sup>/31<sup>st</sup> May with the draft report due by mid June with the final report delivered by the next board meeting at end June.</p>	<p><b>AP/EM</b></p>
3. Minutes of meeting of 5 <sup>th</sup> April 2019	<p>Proposer MH &amp; Seconded NG</p>	
4. Matters arising	<p>2. 13B Loo at the Light update; NG to check on ventilation cap</p> <p>WJ to chase up Gillon &amp; Fiona Johnstone</p> <p>Ask Ian &amp; Hughie about the lock</p> <p>MH to find out about clock man in Scourie</p> <p>2.15A Ullapool bins – The board AGREED to go ahead and buy the same type of bin and site it in the Bayview car park</p> <p>2.15C HC have now decided to keep Kylesku toilets open. Achmelvich is still a concern – nothing from Gairloch yet. The six NW CC's to meet in Scourie on 20<sup>th</sup> May – toilets on agenda. Concern that Am Bratach has closed and what next – to report back</p> <p>2.15E Drinking Fountain – EM to chase up with SW</p> <p>3B Still not heard from HMRC re Gift Aid</p> <p>12A AP to arrange meeting re sea-weed farming</p>	<p><b>NG</b></p> <p><b>WJ</b></p> <p><b>MH</b></p> <p><b>EM</b></p> <p><b>MH</b></p> <p><b>EM</b></p> <p><b>WJ</b></p> <p><b>AP</b></p>
5. Financial & Legal	<p>a) ACA Ltd and AC (T) Ltd financial update: RBS bank statements for the past two months Accepted by the board</p> <p>b) Strengthening Communities Programme</p> <p>WJ advised the board that the new ICF was launched by the SG on 7<sup>th</sup> May but ADT are still to hear about the procedures for applying for the next two quarters of SCP funds and then applying to the new ICF. We have heard that there is an expectation of funding the Development Officer post up till 31<sup>st</sup> March 2021</p>	<p><b>AP/NG</b></p>

	<p>c) Financial Procedures to be adopted; Verbal update from AP &amp; NG - nothing to report yet</p> <p>d) Assynt Community Digital Archive Memorandum of Understanding. The proposed agreement was discussed by the board and it was agreed that the agreement will be amended to show that ADT agrees to pay up to £200pa to keep the archive running e.g. PAT testing, insurance etc. Any further investment than this and ADT will assist in raising funds but the agreement will not commit ADT to spending any more than this amount per annum in the future.</p>	<b>AP</b>
6. e.Bike Project	Six e.Bikes have now been acquired from Dryburgh Cycles in Dingwall – ADT are now waiting for delivery of the bikes. WJ, AP & EM reported on their recent meeting with KS at Assynt Leisure. ALC has a secure shed with concrete floor and a power supply behind the LC which can be used to store the bikes. The proposals made to KS were explained to the board along with the promotional material and paperwork. The agreement to work alongside ALC in delivering the eBike scheme was AGREED by the board. WJ agreed to continue discussions with ALC on implementing the project Proposed MH Seconded NG	<b>WJ</b>
7. Tourism / Discover Assynt Update	<p>Update on Discover Assynt listings and donations £2,580 received or promised so far + Gift Aid 45 donors so far; 42 awaiting contact from reminders</p> <p>Website update – need more images for the website Competitions – possibly using Hilary MacDonald gift voucher.</p>	<b>WJ</b>  <b>EM</b>
8. Highland Wireless	Update on progress: WJ explained that CW had been in contact recently advising that he is in discussion with Scouries Estates over the siting of the transmitters. The next step will be for a public meeting in Stoer at a time TBC	
9. Culag Park	<p>Update from MH &amp; WJ: Fertiliser was delivered ready for three applications in 2019 and the first fertiliser application took place on 11<sup>th</sup> May WJ - verbal report on meeting with Robert Farquhar &amp; Joe MacKay MH to check out Helicopter landing area in KLB Discussed benches in Culag Park – how to approach the issue in relation to commercial activity / leisure. It was AGREED by the board that ADT do not want commercial activity on the park</p>	<b>MH</b>
10. Cludgie Waste Project	Update from AP: Applications now submitted to HC's WDB for £2k and to HIE for £5k towards cost of professional fees for Scottish Water design work	<b>AP</b>
11. The Mission building	<p>a) Progress on Mission Lease to An Cala Café &amp; Bunkhouse The board continued their previous discussion on the lease with emphasis on the possible cost of a boiler malfunction. WJ advised the board that J&amp;J are not taking on a whole building full repairing lease and therefore AC(T) as landlord needs to accept liability for major breakdown or replacement of the boiler. NG commented that there needed to be some way of ensuring that J&amp;J undertake regular servicing of the boiler to reduce the chance of future breakdown. WJ agreed to go back to finalise discussions with this in mind; the new lease should commence on 1<sup>st</sup> June 2019</p> <p>b) New Northscot window in former marine room – due to be installed by 27<sup>th</sup> May just before the new lease commences</p>	<b>WJ</b>  <b>WJ</b>
12. Governance	HIE board governance update – deferred till a future meeting	
13. Development Officers Reports	<p>a) Report from Adam for period 1<sup>st</sup> April to 10<sup>th</sup> May</p> <p>b) Report from Ewen - See report for period 1<sup>st</sup> April to 10<sup>th</sup> May</p>	

14. AOB	<p>a) Brightening up – first impressions of the harbour. The board AGREED in principal to work with harbour business owners to maintain the harbour building by Culag Park</p> <p>b) Community Land week. EM agreed to find out more information, specifically if funds can be used at Assynt Games as this is prior to the CL week</p>	<p><b>EM</b></p> <p><b>EM</b></p>
15. Dates of Next Board Meetings	<p>Friday 28<sup>th</sup> June 2019 2:00-5:00pm</p> <p>Thursday 15<sup>th</sup> August 2019 2:00-5:00pm</p>	