

Urras Oighreachd Chàrlabhaigh

CARLOWAY ESTATE TRUST

Date: 30th October 2019

Present: Jacqueline Ferguson, Neil J. Macarthur, Noreen MacDonald, Murdo N. MacIver, Karen Maclean, Kenny John MacLennan, Dòmhnall MacIèoid, Iain N. MacLeod, Sally Reynolds and John Moffat of Mann Judd Gordon.

1. Apologies – Elizabeth MacBain, Alex A. MacDonald, Derek MacLeod, Iain D. MacLeod, Eilidh Reid.

The chair welcomed everyone to the meeting, with special thanks to the Accountant for attending.

2. Declaration of Interest – none

3. Annual Accounts & Finance Report - The Accountant distributed the audited accounts for year ended 31st March 2019 and explained the figures, answering questions raised. Discussion took place on the use of a Reserve Policy, details of which will be submitted by the board for inclusion in the final accounts. **The audited accounts were approved by all directors present** for adoption at the forthcoming Annual General Meeting. The chairman thanked the Accountant for explaining the accounts, and for the excellent service received from himself and Mann Judd Gordon. (The Accountant then left the meeting)

4. Minutes 9th October 2019 were approved by Jacqui Ferguson and seconded by Murdo N. MacIver

5. Correspondence – Scottish Water newsletter, Zero Waste Scotland, CES Conference Climate Emergency, RECC Proposed National Islands Plan

6. Matters Arising - as follows.

a) Broch Study – the chairman advised the board of the conference call with the consultant and drew attention to the changes made in the final pages. **The Board agreed** to accept the final version and **agreed** that a copy be sent to the Project Manager of Urras Nan Tursachan, with a formal letter to the Board of UNT.

b) Staff – the chair and vice chair met with representatives of HIE last week who advised they were happy to review the Development Officer post after July 2020 following due diligence and ongoing assessment. HIE were extremely positive and supportive of the trust, especially as a result of Sally's work.

7. Strategic Business Plan – following discussion and minor changes, the **Board agreed** the revised plan **and also** the Strategic Plan Review. **It was agreed** that following the AGM, a lead person would be appointed in each sub-group. The lead person will be responsible for reporting on progress at all future meetings.

8. Monthly Reports – the four monthly reports were distributed and accepted, with details of each individual’s progress and confirmation of targets being met. It was agreed the Development Officer Impact Update should be provided on a quarterly basis.

9. Any Other Competent Business

a) TSB Bank – Sally advised the bank were unable to provide any new accounts to charities, or credit cards, but she will investigate the possibility of a company credit card with another bank.

b) Paper Waste – Sally to obtain a projector for future meetings to save on photocopying reports, etc. which have already been distributed by email.

Annual General Meeting to be held in

Carloway School Annexe at 7pm