



THA Board Meeting

Date: 14th June 2023

Time: 7:30pm

Location: In Person – THA Board Room

Apologies: Sam Lloyd,

Board Members Present: Brian Swinbanks, Allan MacLean, John A MacDonald, John H MacDonald, Emma MacDonald, Jonathon Marks,

Staff Present: Anne Fraser, Grace Lambert, Annette Stirling, Laura MacLean

Minutes: Laura MacLean

Description	Action																
<p>Apologies Rob MacDonald, Edd Hewitt, Lee Gallagher, John A MacDonald</p> <p>Minutes and matters arising from previous meeting(s):</p> <ul style="list-style-type: none"> • Old fuel berth removal – Allan and John removed the equipment and put in new boards. ○ Just the tanks still to deal with; need to investigate this further as there will be some residual fuel in the old tanks. Aim would be to have them completely removed by the end of the year. <p>Approval of May minutes</p> <ul style="list-style-type: none"> • Brian Swinbanks, Sam Lloyd (via email), Allan MacLean 	<p><i>RM to look into final disposal of the old fuel tanks.</i></p>																
<p>Harbour Report – RM not present – read out by AF</p>																	
<p><u>Port Marine Safety Code</u></p> <p>Accidents and incidents:</p> <p>1. Undesired Circumstance. Cruise ship tender, snagged on a mooring. No Accidents, Incidents or near misses.</p> <p>Security Report:</p> <ul style="list-style-type: none"> • No Incidents <p>Oil Spill Update</p> <ul style="list-style-type: none"> • Oil Spill Plan has been fully submitted. We are still waiting for any comments from the MCA. <p>Fuel Report:</p> <table border="1"> <thead> <tr> <th></th> <th>May 23.</th> <th>April 23</th> <th>May 22</th> </tr> </thead> <tbody> <tr> <td>Commercial:</td> <td>36217.85</td> <td>14576.06</td> <td>29621.48</td> </tr> <tr> <td>Leisure:</td> <td>10377.56</td> <td>1754.06</td> <td>7576.67</td> </tr> <tr> <td>Total:</td> <td>46595.41 (+9K)</td> <td>16330.68</td> <td>37198.15</td> </tr> </tbody> </table>		May 23.	April 23	May 22	Commercial:	36217.85	14576.06	29621.48	Leisure:	10377.56	1754.06	7576.67	Total:	46595.41 (+9K)	16330.68	37198.15	
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Both Visitor and Commercial Fuel amounts are up on last year, with us Selling over 9000 litres extra.

We seem to have got to the bottom of any issues we had last year, by sticking to the checks we implemented at the start of the year.

Pontoon Report

	May 2023	May 22
Commercial	441 (+ 114)	327
Leisure	1104 (+257)	847

Both Visitor and Commercial Numbers were up for the month of May, Compared to 2022

Rib

AHS services have done their best with the current engine. We do need a new engine very soon.

Aquarium Report – Grace Lambert

- April was a great month, the team getting into the swing of things and bringing in a total of £11.709.82 for the month.
- May is set to be quieter in terms of visitor numbers but we have a few local birthday parties booked and lots of bookings coming in for school visits, with teachers making the most of being able to visit for free. Thanks to Scottish Sea Farms Heart of the Community Fund.
- The App. It is finally finished. Me and Mark have spent the last couple of weeks ironing out the bugs, we are currently testing one final feature, with the hopes of advertising its launch this weekend. (Rockpool guide with species ID – maps and location devices etc).
- Environmental monitoring project. EP has been pushing ahead with the research project and we have just submitted another funding application to hopefully contribute to her salary (possibly £5k grant)
- GL expecting October – need to bring in cover for her maternity leave

BS would like to meet with SL and EP for discussion

Facilities, Business Admin - Annette Stirling -

Facilities:

- No major updates – don't think you want to know about broken taps and toilet seats!
- Leaflets hitting a dead end as learned that Visit Scotland are now not charging for leaflet display – will perhaps ask for a donation instead
- Welcome anchorages and maps in the leaflet stands are going quickly – always stocked Welcome Anchorage previously but not really properly displayed – this is the yachties “literature of choice” – will increase numbers for next year (free distribution from WA)
- Quotes in for taping, filling and painting units – this is moving as smoothly as the building. Waiting for suitable time (most likely after WHYW) where we can shut the water off to toilets and showers so we can connect next door – BMP happy to do this after closing.
- This time of year AS more marine heavy but has a lovely list of facility winter jobs
- Currently looking at support from Business Energy Scotland and pushing for an advisor to come and visit to offer advice on reducing energy consumption – working with AF/RM on this

- Apologies for not taking an active lead with 40th birthday preparations but May has been extremely busy dealing with supporting the marine team during their busiest time of the year – very happy for someone else to take the lead and to lend support in any way
- Shower walls – working on a plan to improve this

Finance Update – Laura MacLean

Finance:

- Working on budgets with AF and department heads. First meeting determined no large impending spends.
- Fuel account is looking great despite an already large payment to Gleaner.
- Payment to TSL this month is double previous payment but AF procured funding prior to payment being made which was a massive help.
- Bank balances will reduce overnight as second half of TSL invoice due out 15/06/23.

April Financial Snapshot:

Account	Balance on 14/06/2023
Current (Business) Account	£25,012.11
Fuel Account	£28,394.52
Cash Management Account	£139,799.94
30 Day Notice (Asset Mgmt.) Account	£20,263.07
Total	£213,469.64

General Manager Update – Anne Fraser

Aros - Pier

Ahead of schedule on the pier project. Which meant a double invoice from TSL, managed to arrange payment in advance from the funders, so invoice will be settled by the end of this week.

That's the council funding all spent, with HIE continuing to pay out 47% of each invoice from now on.

Due over £30k back in VAT and should have a round £30k from front loading previous claims, to pay the next invoice but will hold onto the reserves for another few weeks just to give a bit of comfort to the end of the project.

3% of all invoices has been held back to over snagging and is likely to be paid in Dec.

Next progress meeting with QS next week.

Aros- Boathouse

Drawings have been finalised with the subgroup, so already to be submitted with the building warrant paperwork

Procurement strategy has been signed off by council, so QS can now send out invitations to tender. Chased Bari this week.

Have spoken with homeowner of mill cottage, likes plans and the work so far. Is keen for a fresh water supply and has given contact details. Supply for the loch runs through our land, someone

switched off by accident, need to make sure this does not happen with the next phase until he can get fresh water supply in.

Water supply - Chased Bari and engineer to contact FSL to agree route and then I can get right of access agreements in place. Can't do this until project engineer has agreed route and FLS has done a risk assessment.

Grant offer from ScotGov has finally been issued, council now to issue a 3rd party contract between ourselves and the council. I expect this next week. Contractor can be appointed any time after this. Meeting tba to discuss claims process.

Scottish water

Couple of weeks ago we had 5 days of disruption caused by Scottish water leaks/ We were told they were going to switch off our water supply. Staff spent hours trying to negotiate with them to keep at least the public toilets opened but they refused. Only allowed staff toilets to remain on or else we would have had to send staff home. I wrote to all the councillors, MP and MSP. Jenni Minto has raised complaints with Scottish water, to organise a meeting with us, MICT and she will chair.. Mainly around the lack of ownership from Scottish water over the situation. I also spoke with Local councillors Andrew Kain, Jim Spence, and Amanda Hampsey to raise the concerns. I will also be writing an official complaint but waiting on figures from staff on the impact. We know that the sailing forms on social media shared the situation, and this caused reputational damage. This has been a severe issue, but it isn't a one off, we are often told to curb our usage whenever there is a dry spell. The infrastructure of the island needs investment to keep up with demand, but we are also looking at ways where we can reduce our consumption, John MacPhail is looking into grey water system for flushing toilets.

Fair work agenda

From the 1st of July Scottish Government insists that all grantees comply with the fair work agenda recommendations. Thanks to HIE we already comply. However they may decide to include apprentices in the real living wage minim criteria, I have pushed back on this, as it will put a lot of small businesses off hiring young people and taking on the responsible and cost of training them on top of having to pay real living wage, many private sector companies pay a much lower wage to apprentices and it is an unfair burden to place on charities/social enterprises sector. I have made these views known to HIE.

Pathway land ownership

We had a tree down along the coastal path, which turned out to be on our land. We were unsure as to whether it is our responsibility to clear if the tree didn't belong to us, even if it fell onto our land. I have dug out all the agreements and land documentation and it appears that we own more than we were aware of.

We had the tree removed by a tree surgeon, but we have yet to have the bill in.

From the MOU it looks like we are responsible for clearing and incurred cost of clearing trees which fall onto our land, but FLS are double checking from their end.

I have asked for a meeting with FLS to walk the route and detail exactly what parts are our ownership.

<p>I also not that from the agreement that we do indeed need to keep an access route clear for forestry to be able to maintain the pathway, however their path starts from the wee bridge, which means they wouldn't be able to access their land with a forestry vehicle from our side anyway. I will also discuss this with FLS at our meeting.</p>	
<p>Matters Requiring Board Approval</p>	
<ul style="list-style-type: none"> • Customer debt in excess of £2k – debt is nearly a year old – LM got board approval to give them one month before instructing a debt collection agency • Board approval to end Zoom subscription 	
<p>Any Other Business</p>	
<ul style="list-style-type: none"> • BS called for two votes concerning allowing retail on land ashore and retail on the pontoons. <ul style="list-style-type: none"> - Retailing on Land - Local cause that directly benefits the community or non-charitable business Board Members present voted Yes to allow - Retailing on a vessel afloat in the bay – don't think we are able to stop this as cruise ships obviously entertain whilst in the bay – Board member present agreed that this would be the case and so allowable - Retailing alongside the pontoons - Board Members present voted No (this will not be allowed. <p>This means the Pop-up Oyster Gin/bar that requested permission, could operate on land during producers market or operate afloat but would not be allowed to operate alongside the pontoons.</p> <ul style="list-style-type: none"> • Market fees are rather little £25 per market (£20 plus £5 for electricity). LM to contact Morven Summers to renegotiate market fees. <p>Aros Waterfron Update – Brian Swinbanks</p> <p>Nearly up to the top with the pier.</p> <p>Coping stones going on in the next week or so.</p> <p>Slipway shuttering should be done middle of next week. Cobbles should be done on the old quay (historical and won't be used as much as the pier).</p> <p>Contractor aim is to be finished by the end of June.</p> <p>High praise for the stonemasons on the job.</p> <p>Boathouse project is the next part of the job – site meeting tomorrow (Wednesday 17th May) for idea of space/fit out.</p> <p>Council to sign off on procurement strategy (hopefully by the end of the week) – we may need to widen the search for tenders for the next phase.</p> <p>We may bid to buy the reinforced concrete planks that are currently on the bridge, when the pier work is finished. This may include the purchase of heras fencing to secure the buildings between jobs as they are unstable and unsafe.</p> <ul style="list-style-type: none"> • Land – ownership of solum under MacGochans and also Tobermory Leisure 2. BS/AF to check the legalities etc regarding burdens before transferring/selling this land/solum area. AF will check the areas that are on the council lease – if any of the MacGochans/Tobermory Leisure2 are on this we may need to ask the council to renounce. 	

<ul style="list-style-type: none"> • Strategic Planning – meeting with CMAL on Thursday 18th regarding ferries/slipways. Master plan to include the 40th anniversary. Potential purchase of a piece of land at Aros – cycle track & hydro scheme. Lots of space for different activities. New smaller ferry coming in from Coll/Tiree would benefit from a hydro scheme from Aros. AF got approval from the board to continue exploring this possibility. • 40th Anniversary – we need to think about doing something special for the event – a party/gala day. AF has asked everyone to bring suggestions – AM wondered if there might be a way to raise funds....Donations box is on wheels! Committee formed and comprises: AS, JMcD, EMcD, AF, SL • Update on Seawall & Railings (BS) <ul style="list-style-type: none"> - Seawall owned by the council – this actually has nothing to do with THA - BS contacted the council regarding running moorings who have come back against this – he will be getting back in touch with A&BC regarding this as they have already allowed others to fix running moorings – it would be better to have a contingency rather than having locals just attaching ropes to the new railings. • Do we have any news that we would like published in upcoming issues of Round & About? AF dealing with it. 	<p><i>AF to organize strategy meeting next month</i></p>
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There being no other business the meeting closed at 21:45 pm.