

RAASAY DEVELOPMENT TRUST

Monthly Board Meeting Minutes

16 June 2026 7.00 pm

Raasay Community Hall and on Teams

Present

David Croy (DC)

Dee Lindsay-MacLeod (DLM)

Jan-Erik Steel (JES) -online

Chrissie Gillies (CG) (Chairwoman)

Tom Lusink (TL)

Sylvia Jamieson (SJ)

Rosie MacInnes (RM) (part of meeting)

Apologies

Ali MacInnes (AM)

Tony Timms (TT) (Vice Chairman)

Conflict of Interest & Completion of Register of Directors' Interests

SJ updated the Register with current Interests. There were no conflicts of interest declared for this meeting.

Adoption of minutes of meeting on 13 April 2026

Proposed by DC. Seconded by LM.

SJ will send approved minutes to Hannah Moore for uploading to raasay.com. **Action: SJ**

Matters Arising

Update on Inverarish Housing

. Progress Summary

- Nr 3
 - Internal walls insulated and framed.
 - Plumbing and electrical first fix complete
 - Chimney rough casted and cope stone repaired.
- Nr 21

- Front and rear dormer mostly complete. Cladding to complete
- Work on insulation and internal partition underway
- Nr 35
 - Front and rear dormer practically complete
 - Velux installed
 - Internal wall insulated and framed.
 - Plumbing and electrical first fix underway
 - Scaffold erected around dormer
 - Chimney removed to roof level. Neighbours in nr34 consulted. Chimney cap to be poured this week.
- 6nr scaffolds erected for the 6 dormers across all properties

RM has returned from maternity leave from the beginning of June, and has undertaken a site visit. She has advised the contractor that cookers/ovens are not required as these will be the tenants' responsibility. She also advised she is working with CHT re allocations of the properties, which will be done via a separate housing list- properties should be advertised soon. A press open day is being planned for the end of October/ early November. The RDT management fee will include a yearly visit from CHT.

She also advised RDT are responsible for policy and procedures on tenancy issues, including voids, the implications from the new damp & mould regulations coming into force etc. RM will begin to draft any required policies for RDT as part of her Inverarish work.

Action: RM

Update on Carbon Neutral Islands (CNI) including Wood Fuel Group

Wood Fuel Group update

TL will arrange a meeting next week with Norman Gillies (re his offer of assistance) and members of the Group, to progress processing and movement of the wood from Oscaig. JES will attend from the Board and they will update following meeting.

Action: TL/JES

Carbon Neutral Islands (CNI):

Finance

- On track with Budget
- Resource Claim 2 (May/June) submitted and awaiting processing (£6,755.81)

Staffing

Macarena, the new Community Development Officer (CDO) has been appointed and starts on 7th July with Energy Local Training and with CNI properly on the 13th.

The Scottish Government have confirmed we can use CNI budget to cover Sylvia's wages (for May and possibly June).

Some annual leave this month; main focus last month has been funding applications and submissions.

Capital Projects

Community Venison Processing Plant: CNICF funding application submitted. Scope was increased slightly to include renewables on the build.

Raasay House Energy Retrofit: Decision taken not to submit a CNICF capital bid this round as the project is not yet ready. Focus is now on securing professional technical support to get the designs fit for purpose.

Habitat Restoration CNICF Funding application submitted with expanded project scope.

Habitat Restoration

A CNICF application to extend the project into its next phase has been submitted. This would significantly expand tree planting, cover costs of potential future sitka felling and work on other invasive species.

Contractors are continuing on the ground using the remaining current allocation which at current rate will run out in Autumn.

A community open day is booked in for 27th June. This will share information about the project, demonstrate techniques for removing invasives on private land, and identify people interested in this kind of work, including tree planting, with a view to starting to map the skills and capacity on the island for future operations.

FLS have approached me for comment on the collaboration.

Community Council Meeting

Met with the Community Council this month. Discussion covered the Habitat Restoration project and CNI more broadly. We are working on improving communication, following feedback from them.

Raasay House Ground Source Heat Pump – Memorandum of Understanding

Following the review of the project we decided not to submit a funding bid for this year's CNICF. The main things to resolve before proceeding are:

1. Ensuring that the designs are comprehensive, specifically around the kitchen heat

2. Ensuring that overall they are fit for purpose

Following discussion with RHCC and ROC we have agreed to seek quotes for QS/technical support, through Public Contracts Scotland (PCS).

We will require an MOU between CNI and RHCC before the heat pump can progress to tender stage (draft circulated to Board and discussed). **Adoption of MOU proposed by JES, seconded by DLM.**

Volunteer Offer

One of the CNI candidates (Iona) has offered to carry out some work for RDT/CNI on a voluntary basis. She has experience of working across climate and energy policy in central government and in communities, albeit predominantly in an international development context. She can offer 0.5 to 1 day per week remotely with occasional visits. She would not be able to join the Board due to the terms of our Memorandum & Articles, but could act in an adviser/ consultant capacity. **The Board unanimously agreed to take up her offer.**

Upcoming work

- Finalise start arrangements for Macarena.
- Habitat Restoration open training day in June.
- Await outcomes of CNICF applications for Venison Processing Plant and Habitat Restoration extension.
- Finalise and sign RDT/RHCC MOU; proceed to PCS for technical support appointment.
- Scottish Government would like to visit once new staff in place
- Continue updates on CNI activities

Update from Local Development Manager (Sylvia Jamieson)

Summary report circulated before meeting.

Annual leave 18th-19th May. Upcoming annual leave 19th-29th June inclusive.

Finances

Continuing work re supporting information and queries from accountants for 2025 financial year end; also beginning work required re audit.

Work with Paula Watson from Watson Financial Services re budget and financial projections reporting for RDT Board (separate agenda item).

Meetings with Karen re Quickbooks including reconciliation of QB with bank account.

Funding

Boathouse- RHCC grant successful, project fully funded. Contractor has confirmed works will be done before the Gala.

Tipper truck application for match funding submitted to Awards for All for £19,999 match funding; await outcome late July; also meeting with Trevor/ work on wood fuel finances.

SSE Sustainable Development Fund application for Inverarish Terrace and feasibility study successful; awarded £48,663.

Work with Raasay Crofters Association and Tom on venison application to CNI Capital Fund. Meeting with Sandra Smith re funding for youth sports equipment (AOCB on agenda).

Ongoing work on Recovery & Resilience Fund application, including meeting with HIE as part of this.

Governance

Round Table facilitated event held with Raasay groups on theme of Sustainability 29/4/26; survey of Board members in Raasay launched at event. Notes of meeting previously circulated.

Information Commissioner's Office membership renewed; privacy statement drafted.

Report received from Just Enterprise as part two of their work on governance models across Raasay. Ongoing meetings and work on draft paper for groups following this.

Staffing

CNI follow up work following end of CL's contract, including recruitment and selection work, as part of panel. CNI work has taken up more time than expected.

Strategic and Partnerships

Raasay Community Renewables meeting and meeting/chasing solicitors re lease of land updates.

Presentations at Uig Development Trust's community engagement event 30/4/26, on behalf of Raasay Community Renewables.

Skye & Raasay Community Benefit Fund meeting 25/5/26.

Housing

Maternity cover work on Inverarish Terrace work; attended monthly site meetings and submitted claims to allow payments to contractors.

Hosted visit from Stuart Miller & Ross Traynor of Highland Council Climate Fund including site visit with Norman Gillies.

Meeting with Communities Housing Trust re finalising contract for Deer Park, and to begin draft contract for Inverarish Terrace.

Handover meeting with Rosie 2/6/26

Deer Park septic tank- Kargeter have agreed to cover works as part of warranty; Donnie MacLeod now dealing direct with Kargeter.

SEPA licence amendment for Cottages Park; LSHA have completed their part; working on RDT's part of amendment before submission.

LSHA have confirmed they will cover factoring for Deer Park; await quote.

Pontoon

See separate agenda item.

Training

Bursary application for attendance at Development Trusts Association Scotland conference and training 1st & 2nd September in Glasgow was successful, now booked.

Meet the Funder; Architectural Heritage Fund webinar- 5/5/26

Plunkett Foundation webinar- Funding Mix for Community Businesses- 4/6/26

Policies: Data Protection Policy

Final draft of the above policy was approved by the Board. SJ will arrange uploading to the website with the Privacy Statement.

Action: SJ

Wood Fuel Group

See CNI report above.

Other projects

Housing

Updates given as per Inverarish Terrace and Local Development Manager Report (separate agenda items).

Pontoon

DC reported that he has been working with AM and Bob Dewar on improving the connections and hopes to have this progressed soon; bolts will be needed. He is also trying to sort the water connection.

The Board also agreed to cancel the contract for electricity to the pontoon as not operational.

Action: SJ

AOCB-

Subject Access Request

Received 4th June, initial deadline 6th June for response. TL, JES and SJ will meet this week, to look at practicalities of extracting, collating and redacting data. JES has sourced a specialist firm (GoldFynch) who would be able to assist.

SJ will share guidance from Information Commissioner's Office.

Action: SJ/JES/TL

Funding request for curling equipment

SJ had been approached by Sandra Smith re this. It was felt the equipment would be best stored by Raasay Community Association in the hall, for use by the community. SJ will liaise with RCA re an application.

Action: SJ

Date of next meeting:

Monday 20th July 2026, 7.00pm, upstairs in Raasay Community Hall and on Teams.