

**RAASAY DEVELOPMENT TRUST**  
**Monthly Board Meeting Minutes**  
**24 August 2026 7.00 pm**  
**Raasay Community Hall and on Teams**

**Present**

David Croy (DC)

Dee Lindsay-MacLeod (DLM)

Jan-Erik Steel (JES) (Vice Chairman)

Tony Timms (TT) (Chairman)- online

Tom Lusink (TL)

Sylvia Jamieson (SJ) – online

**Apologies**

Ali MacInnes (AM)

Rosie MacInnes (RM)

**Welcome & Apologies**

There were apologies from Rosie MacInnes. Ali MacInnes had advised he was held up at work and would be late; he later tendered his apologies.

**Conflict of Interest**

DC advised he is a Director of Raasay Outdoor Company (see pontoon item on agenda below).

**Adoption of minutes of meeting on 20 July 2026**

Proposed by DLM. Seconded by DC.

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

**Matters Arising**

**Outstanding actions:**

- DC and TL to schedule meeting.
- Safeguarding policy- SJ
- Signing of Memorandum of Understanding between RDT & Raasay Crofters Association (RCrA)- final version produced & signed by SJ; await signed copy from RCrA.

**Update on Inverarish Housing**

SJ had circulated the last two contractor's reports before the meeting, received from RM.

Further updates in LDM report.

DLM may be needed as a back up to show prospective tenants the homes. DLM will also consider being involved in the allocations meetings. **Action:**

#### **DLM**

DLM asked if the landscaping for the three houses had been agreed. SJ advised RM had discussed this at the last site meeting; she will clarify details with her. **Action: SJ/RM**

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

#### **Wood Fuel Group update**

Norman Gillies has assisted with moving wood from Oscaig to the Pit (no deliveries took place last Saturday as machinery was being operated at the Pit; all customers were contacted and happy to wait until next Saturday); thanks to Norman for his help.

ATV servicing and repairs now complete and ATV returned (thanks to Nairn Duncan for transporting).

Trevor Stratford & SJ finalising Terms of Reference.

**Action: SJ**

#### **Carbon Neutral Islands (CNI):**

##### **Finance**

Resource budget on track — no deviations to report this month. Grant offer letters for venison and habitat restoration projects now signed by TT and returned.

#### **Board Requests for meeting**

No requests for the board this month.

#### **Staffing**

Macarena has been working part-time, moving to full-time from the start of September. Support for her induction, involving a lot of meetings and mapping the projects. She has submitted her dissertation this week and will be moving to Raasay in early September. TL has now moved to a hybrid model of working.

#### **Habitat Restoration**

Treatment of Japanese knotweed — expect the majority, if not all, to have received treatment by the end of this month.

Granted permission to remove invasive species on 'Department' land — a significant missing piece of the puzzle.

With the CNICF funding confirmed, focus now shifts to concluding the current phase over the next month or so, then setting up the next phase — which will involve extensive procurement and site planning work.

FLS contact has changed from Luke Wilson to Chris Cartwright.

### **Raasay House Ground Source Heat Pump**

Project should be live on Public Contract Scotland site within the next few days.

### **RCR Work – Macarena**

She will be conducting a door to door energy survey as part of the work on smart meters installation. The survey will be supported by promotion and online engagement.

Macarena will also be assisting with work on establishing baseline data on the impact of CNI work on the community.

### **Communications and Engagement**

Hosted Cabinet Secretary Gillian Martin visit.

Developing CNI communications strategy.

We facilitated a nature history walk this weekend.

Multiple press releases issued on the successful funding announcement, with particular attention on the Venison Processing Facility.

Attending the Skye Community Benefit meeting in Broadford next week.

### **Feasibility and Research**

Need to decide what, if anything, we do on feasibility this year — to be scoped over the next month or two.

A gap in our carbon assessments and lack of reduction pathway has been identified, particularly around blue(marine) carbon.

Iona, who is volunteering for CNI, is on the island this week — she will explore reduction pathways including whether it could tie in with our collaboration with Tennessee University.

### **Update from Local Development Manager (Sylvia Jamieson)**

SJ advised she has been verbally offered, and accepted, another post. Waiting on PVG check before formal written offer; will then formally tender resignation and finalise leaving

date. Sad to be leaving as things are making progress and a difficult decision to make, but necessary due to both the short term contract/ future funding insecurity and for financial reasons. SJ will prepare recruitment materials as far as possible before leaving; funding announcement expected late September.

TT thanked SJ on behalf of the Board.

## **Finances**

Quickbooks and bank reconciliations now up to date; Karen is now reconciling & updating budget reporting & forecasting spreadsheet. Invoices are now issued direct from Quickbooks.

Work continues on collating information for audit and 2025 year end required by accountants.

Ongoing work on changing signatories for bank account and mortgage etc, following C Gillies departure.

## **Funding**

Application to Highland Council's Community Led Local Development Fund for £8942.38 was successful (for Karen's hours until end February, one month of LDM costs (freeing up this for unrestricted/ accountancy costs), and additional hours of Watson Financial assistance if needed).

Match funding for Pit tipper truck- application to Awards for All was unsuccessful, but they asked if they could put the project forward for a new small Eco Grants scheme they have started; this was also unsuccessful (both very oversubscribed). Currently researching alternative funds including Highland Council who have expressed an interest.

Application submitted to DTAS Recovery & Resilience Fund for two years of Local Development Manager salary plus travel, laptop & accommodation costs, total requested £98,832.00.

Pontoon applications submitted; see below.

## **Governance**

Round Table invites issued to community groups for Monday 14th September- theme is 'Assets' and Macarena will assist with facilitation. Paper on Raasay governance review will also be distributed as part of the event.

Terms of Reference now being finalised with Wood Fuel Group (amendments to include Health & Safety references as requested by RDT Board).

RDT now members of Scottish Council for Voluntary Organisations and can access free advice and support (including training and advice for Board members, funding search engine, templates and some free legal and HR advice).

Subject Access Request – work completed and formal response sent 21/8.

### **Staffing**

Meetings with Macarena re mapping community group connections and strategic partners.

### **Strategic and Partnerships**

Hosted Raasay groups discussion on Islands Plan with Lewis McAskill from Scottish Government Islands team, as part of the Cabinet Secretary visit. Some ongoing work on issues raised.

Venison project- meetings with Raasay Crofters Association; joint press release issued following visit, Memorandum of Understanding between RDT and RCrA finalised, finalising details with contractor ahead of building warrant application; liaising with Knoydart re suppliers & further advice; ongoing work negotiating re business rates issues.

TL advised that a grazing impact assessment and deer count (next year) were also part of the grant requirements. SJ will make sure RCrA are aware of this and in agreement.

### **Action: SJ**

Meeting with Sally Reynolds of Community Land Scotland on 11/8/26 re RDT's plans and support available- upcoming event in Kylealkin in October.

Raasay Community Renewables- work on chasing/ discussions with Twin Deer Law on behalf of RCR/RDT; lease agreements apparently now being sent by post for signing.

### **Housing**

Initial meeting of Working Group to draft feasibility study tender (into housing needs of older people) scheduled for 25th August on Teams.

Septic tank at Deer Park has now been repaired; LSHA have paid their share of emptying costs. Currently awaiting invoice for repair works to begin negotiation with Kargeter re costs being covered under warranty.

Inverarish Terrace- The next site meeting is at the end of the month; landscaping has been outlined and renovations still on track. Clerk of Works (CoW) visits will increase towards end of renovations; both contractor and CoW will compile snagging lists; these will be reviewed at handover date and if Completion Certificate is signed; half of retention fee will be due to be paid to contractor.

10 applications have been received to date; closing at end of the month and allocations will begin in early September. CHT may request an RDT Board member be involved in this process, as well as RDT possibly assisting with any tenant visits to view.

Official press event, tenancy sign-ups and 'opening' of Inverarish Terrace houses scheduled for Friday 23rd October. Communities Housing Trust will attend and are likely to carry out Deer Park annual tenancy visits at the same time.

Meeting with Sarah Marshall of SSE and Rosie MacInnes re funding terms and reporting 6/8/26.

### **Pontoon**

Following discussions with HIE & Highland Council, a funding application was submitted to DTAS Greenshoots fund for the legal costs. This has been successful, on the condition we receive the funding below for the independent investigation.

An Expression of Interest form has been submitted to Highland Council's Community Regeneration fund for the independent marine engineer investigation costs (both as per Brodies quote). (HIE cannot assist at this early stage, or with legal costs, but may at a later stage). Timescale for funding: outcome of EOI late August; if successful full application deadline 30/9; outcome early December.

### **Training**

None.

### **Finance update/ reports**

Profit and Loss by Class: Quickbooks up to date so totals accurate. Some changes needed to categories (e.g. sales and wood fuel sales not both needed; SSE award will be moved to Grants rather than Inverarish income (rent only)). SJ to meet with KS to make changes.

Projections: SJ/KS/TL to meet to finalise CNI updates for projections for September meeting; KS to attend meeting.

**Actions: SJ/TL/KS**

### **Policies: Chair & Director job descriptions**

Board members will review drafts and respond by next week (Monday 31<sup>st</sup> August).

**Action: ALL Board members**

### **Wood Fuel Group**

See CNl report above.

### **Other projects**

#### **Housing**

Updates given as per Inverarish Terrace and Local Development Manager Report

(separate agenda items).

#### **Pontoon**

DC reported that his boat had been damaged on the pontoon; this will result in an insurance claim against RDT (see Conflict of Interest declaration). No action at present until we hear from insurers.

### **AOCB-**

#### **Boathouse**

£1510 has been donated by John Gillies from the fundraiser held in aid of the Boathouse.

The RDT Board formally expressed thanks for his help. The Board wish to complete works to the roof in the first instance before deciding on future plans (including John's suggestion of electric/ a generator).

The contractor who provided the original quote has advised he is no longer available to carry out the works. The Board requested that alternative quotes be sought (within budget) from in island contractors in the first instance.

**Action: SJ**

### **Ecology mortgage signatories**

Current signatories are David Croy and Chrissie Gillies (who left RDT in June). David will remain on as a signatory. Diana Lindsay MacLeod will become the second signatory.

Letter to be written to Ecology.

**Action: SJ**

### **Cooperative bank account**

Statements are still currently arriving in the post with 'Elizabeth MacLeod' on them. Anthony (Tony) Timms and David Croy will become the new signatories. Letter to be written to the Co-operative Bank, who will then advise the next steps.

**Action: SJ**

### **Payroll authorisation**

Ali MacInnes is currently authorising payroll; he is stepping down on 1<sup>st</sup> September. Tony Timms will replace him as authoriser; Sylvia will notify accountants. **Action: SJ**

**Date of next meeting:**

**Tuesday 15<sup>th</sup> September 2026, 7.00pm, Main Hall in Raasay Community Hall and on Teams.**