**Portree and Braes Community Trust (SCIO)**

**Minutes of Trustee’s Board Meeting**

Wed 22nd April 2020 7pm by Zoom

Present: Jen Pearson (JP), Lorna Cormack (LC), Annemarie Campbell (AC), Graham Smith (GS), Ross Cowie (RC), Janice McGuire (J Mc), Roddy MacHugh (RM), Janice MacHugh (JM) Bill Edgar (BE), Chris James (CJ), Shona Cameron (SC), Neil Campbell (NC) Fiona Thomson (FT), Duncan Brown (DB), Donnie Nicolson (DN) Iona MacDonald (IM), Sophie Isaacson (SI), Hugh Campbell (HC), Matt Harrison (MH)

Apologies: Irene Deplano (ID), Myra Macleod (MM)

1. Update from the chairman

* DN opened the meeting, provided a special welcome to Iona MacDonald the new project officer for the FEI Community Land Project and provided a brief update of PBCT activity since the previous meeting in early March.
* Most projects have come to a standstill since the outbreak of COVID-19. Portree and Braes Trust are now leading the Skye Community Response (SCR) service and working in partnership with trusts and community groups across the island to:
* Fundraise for and supply PPE to health and social care providers on Skye and Raasay.
* Provide an information service informing people across Skye and Raasay about the support available to those isolating and anyone in difficulty.
* Connect those in need of support to volunteers and to other businesses and services - this is being done via a helpline and via facebook.
* Work with the local authority to support contingency planning. Volunteers with an army background are providing valuable input here.
* Lucky 2 b here are providing “fast cash” to enable SCR to purchase goods. Approx. £30k has been spent to date. This will need to be reimbursed.

1. Treasures report

* DB presented the monthly accounts. No issues of concern.
* The toilets were open briefly before the lockdown and had begun generating income. The new system was working well. They have however been shut while the health crisis is ongoing and so are no longer generating income.

1. Skye Community Response
2. Overview and teams

* There are three teams: Team 1: Community support, Team 2: Medical Supplies and Procurement and Team 3: Contingency Planning.
* Core team in place: SI – volunteer coordinator, IM – funding, HC – marketing and communications, FT - working across all areas. Significant input from volunteers.

1. Communications

* HC is managing communications. Has populated the SCR website and will continue to add information to this in the following weeks and months.

1. Volunteer activity

* There is a team of around 130 volunteers signed up with SCR.
* SI manages volunteer rotas for the phone lines each week. MM coordinates the prescription deliveries and members of the Sir Lewis Ritchie Report Implementation project coordinate food deliveries. SI is working on a privacy policy for the SCR volunteers to support processes surrounding confidentiality.

1. Medical supplies and PPE procurement.

* Questions raised – are SRC, by sourcing PPE directly, making it more difficult for NHS to secure what they need? RC – SCR are using supply chains which would be unavailable to NHS. This is not a factor in NHS or other health care providers not providing sufficient PPE so no need for concern.
* Can NHS reimburse us? Unlikely - SCR are receiving requests on the ground to supply this, not by management.

1. Fundraising and finances

* IM leading on fundraising.
* An application has been submitted to and approved by ward discretionary fund for £500. An application is being submitted to Scot Gov Supporting Communities Fund administered by HIE for around £28k, including PPE and human resource. Both funds can be pursued again as needed.
* Other funds being explored.
* Trustees keen to get involved. A maker’s raffle was proposed to help generate funds. Could an Instagram page be set up to promote it? Other ideas put forward. FT to arrange meeting to discuss in more detail.

1. FEI Land Purchase (The Lump and West Bayfield)

* The Scottish Land Fund have clarified that they will continue to fund the Project Officer post until April 2021 as planned.
* IM is currently allocating available hours to the SCR service.
* FT will arrange a handover when time becomes available.

1. Bayfield Car Park Development

* The development has been halted for the time being.
* No further information provided by HC.
* Land transfer is progressing. FT to arrange meeting with Bayfield group to discuss details of legal work.

1. AOCB

* GS - Would be useful to receive more updates from PBCT on activity. FT to work on newsletter and more regular communications.

1. DONM

20th May 2020 7pm via Zoom.