**Minutes of TBI Admin meeting held on Tuesday 9 January 2024 online by Zoom**

**Present Rose Grant (RG, Convenor),** Julian Paren (JP), Peter Moffatt (PM), Martin Sherring (MS), Anne Thomas (AT)

Minute taker : JP

1. **Apologies** Julie Gibson (JG), Alaine Macdonald (AM) and Laura Donnelly (LD)

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| **Item** | **Discussion** | **Action** |
| **2. Minutes of meeting 22-11-23** | Accepted with thanks to Peter. Minutes were recirculated on 9 January 2024 |  |

**ITEMS FOR DECISION**

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| **3. Film night 23 January** | Lyn McLardy (LM), LD and PM had formed a subgroup for film nights. It was agreed that HCWP would fund the Riverwoods film which had already been seen by other HCWP groups and would be shown on 23 January. LD and LM would do all the publicity, with PM putting the poster on web, and AT on Facebook. The venue, North Kessock Ticket Office, could take 25 people maximum, and registration would be necessary. | **PM, LD, LM** |
| **4. Climate Hub films and “volunteer” event** | The North of Scotland Climate Hub’s film on activities by groups across the Highlands had been chosen to provide the introduction to an evening under the HCWP umbrella, where local groups would explain their roles and encourage more to participate in their work. LD and LM would devise the programme and would send a questionnaire to TBI Trustees to guide the planning. AT agreed to speak on TBI’s work. PM would seek to clarify the roles LM and LD would play and provide the link with the Trustees.  No film had been scheduled for March but in April a film called The True Cost would be shown which focussed on secondhand clothing.  PM agreed to brief LD and LM about the film Once You Know which could be shown in May and to put LD and LM in touch with Sharon Bain. | **LD, LM**  **AT, PM** |
| **5. Avoch to Munlochy Multipurpose path**  **Letter to Councillors** | AT had submitted a draft of a letter she wished to send to Highland Councillors that discussed the imposition of speed limits along the line of the Avoch to Munlochy proposed Multi-purpose path and beyond it to include the section from Munlochy to North Kessock. After discussion AT agreed to consider some alternative drafting and also to ensure she contributed to the THC Consultation on 20 mph limits. JP agreed to make further suggestions to AT to get the position of the Avoch to Munlochy joint THC/TBI Board clearly stated. All hoped that the Highland Councillors would be pleased to take up the issues. | **AT, JP** |

**MATTERS ARISING FROM PREVIOUS MEETINGS NOT COVERED ELSEWHERE**

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| **6. Steps to get new Directors for TBI** | MS had spoken to Ian Lockhart and to Roger McMichael but neither was keen to become a Director. However because of their own individual professional training they both agreed to be available to discuss energy-related issues. |  |
| **7. TBI Members and volunteers** | Rose reported that LD is pulling together a TBI volunteering information pack. The work is ongoing. She had looked at concepts like Freshers Fairs and has begun compiling lists. |  |
| **8. Website interactions with Plexus** | RG and PM had met before Christmas and RG was to see Jamie at Plexus shortly. RG showed a demo of the website developed to its current form.  PM reported that he was unhappy with the developments to the website which he said were getting out of hand, and he was not happy with the way things were going. | **RG** |
| **9.Highland Renewable Energy Company** | AT introduced the item. The information was noted. AT said that the new CE of Highland Council was meeting XR and Chris Ballance (THC Scottish Green Party Councillor). Unless THC backed the scheme the Highland Renewable Energy Company would remain a Community Initiative. There was limited discussion, and little enthusiasm to get involved. |  |
|  | **ITEMS FOR INFORMATION/UPDATE** |  |

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| **10 Highland Community Energy Partnership** | MS led on this. The Partnership had got to the “first expression of interest” stage. If the project were to be invited to the next stage it would be carried forward by Changeworks with TBI a partner. There was synergy between the structure of HCWP and HCEP. Directors were enthusiastic that such an initiative was being led by MS. | **MS** |
| **11. Climate Cafe: Home and Community Energy Event 24 January 2024** | The format of the evening was introduced. MS would be one of the many speakers but would represent the Pebble Trust and introduce The Sustainable Renovation Guide. Speakers from Home Energy Scotland, THC and elsewhere would be present, but the main aspect was to be a discussion between attendees and the experts. The evening would be led by LD. There was some apprehension that there would be too many speakers and not enough time for discussion. PM Hoped the concept of high temperature heat pumps would be included in the discussions as their use could preclude the need to re-radiate and re-pipe otherwise inappropriate heat plumbing. | **MS, LD** |
| **12. Black Isle Bikes** | RG had spoken to Ewan Henderson who had seen the bikes. He was happy to service them and was contemplating taking over the day-to-day running of Black Isle Bikes. One potential candidate site for the bikes, Drumsmittal Farm Campsite was not interested.  LD as part of HCWP was in the early stages of thinking about a Library of Things, for which the bikes could become a part, but they would still need oversight for their maintenance. The Black Isle Leisure Centre were interested in hosting a Library of Things and discussions with AT would continue. | **AT** |

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| **13. Market News** | AT reported that problems at NK had been sorted and that Sylvie would stay on and the normal market dates for the year had been confirmed. AT said a NK Market Facebook page was taking off. All was well at Cromarty, but there could be no progress in reinstating Fortrose Market until a local group had come forward to organise it. |  |
| **14. Avoch to Munlochy Multi-purpose Path** | AT reported that two meetings had been held with THC, but THC admitted they had done nothing new. The anticipated meeting between TBI and Garry Smith (THC lead) had not happened, so this was made the most important Action from the second meeting, so that TBI could speak face-to-face with the team that would deliver the route. In this way local knowledge would add to the Pell Frischmann Plans. |  |
| **15 Treasurer’s Report** | JP acknowledged that he was having some difficulty understanding the use of DropBox and QuickBooks, and had persuaded MS to meet him again for further tuition. | **JP, MS** |
| **16.Highland Community Waste Partnership** | MS agreed to continue to the full his previous role of acting as Treasurer for the HCWP Project. There was an underspend on staffing costs which MS and RG would tackle, and RG would talk to LD on any potential flexibility for extra work for HCWP.  One aspect that was being considered was Paid Help for running the Repair Cafes that continued to be successful.  In addition to HCWP activities, LM and LD were planning to update TBI’s MailChimp template using the ideas from the prospective new TBI website.  MS noted that HGFP had migrated from MailChimp to Mailerlite which allows up 1000 subscribers. TBI MailChimp had reached the free limit of 500 subscribers. RG would talk to Lyn and Laura about this possibility. | **RG**  **LM, LD**  **RG, LM, LD** |
| **17 Newsletter Editor’s Report** | AT was thanked for her continued role. |  |
| **18 Transition Together Group: Organising Space** | Open source alternatives were being considered. |  |

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| **19 Food and Growing Report** | JG had submitted a paper that reported the planning for Potato Day was well advanced for March 2. A Seed Swap stall would be present at the Markets in February and at Potato Day. |  |
| **20 Share of ZOOM account with Culbokie Community Trust** | MS was thanked for his paper and the concept of sharing the Zoom costs was agreed. It was expected that a new e-mail address would be needed for those using the joint Zoom account. MS would report back to CCT. | **MS** |
| **21. Membership report** | Nick Underwood had applied for membership and was highly recommended. The membership was approved and Alaine needed to be informed.  It was remarked that Conja Tack had made a donation to TBI. There was mention of Drastic Plastic and HGFP. | **AM** |

**AOCB**

**Next meetings Wednesday 28 February (change of date)**

**17 April 2024**