

IGHT Board Meeting

Monday 22nd June 2026 at 1pm

Trust Office

Present: Fergus Christie (FC) – Director; Jane Clements (JC) – Director; Tim Lister (TL) – Director; Gordon Watson (GW) – Director; Ian Wilson (IW) – Director; Keith Wilson (KW) – Director; Andy York (AY) – Director; Jane Macintyre (JM) – Company Secretary/Senior Manager

Minutes: JM

Please note this copy of minutes are redacted to exclude any confidential information.

1. Welcome & Apologies

IW welcomed everyone to the meeting. JC would be later attending.

2. Actions arising from previous informal meeting

Actions 18.05.2026	Allocation	Update
Big tractor sale	TL	JohnM to tidy up tractor and get it over to mainland. TL to investigate options for Glenside / Auction sale.
Confirm NE's cleaning position and hours	GW/FC	Confirmed to 7 hours per week with a rota across Gardens, Office & Hub.
Arrange Gardens meeting with team to discuss staffing requirements	TL/GW	Meeting held and staffing arrangements agreed.
Advertise ticket office for uplift	JM	Done.
Prepare list of farming matters to address by Bell Ingram	JM	Done.
Reminder to land tenants to approach Bell Ingram directly (confirm date of AT's next visit)	JM	Andrew Thomson to advise of next visit and contact land tenants.
Prepare Road's Policy statement	FC	On-going.
Café and holiday let leases – acknowledge termination letters	SB	Done.
Maintenance advert to be issued	JM	Done.
Organisational Structure	Board	Under review.
Drumyeonmore shed repairs scope of works	TL	JM shared previous scope of works with TL.
Actions 02.06.2026	Allocation	Update
Advertise BDM role	JM	Advertised 02.06
Notify HIE	JM	Emailed 02.06
List of specific jobs/handover info	JM	Submitted for 22.06 board meeting.
Send KW hotel info	JM	Emailed 02.06
Meet Hotel Management Team to discuss and set performance indicators	GW & KW	Meeting held, performance indicators still to be discussed.
Investigate options for Massey tractor	TL	Discussed during 22.06 board meeting.
Golf course donation	JM / SB	Emailed 02.06

3. Conflicts of Interest

TL noted conflict as contractor for Achamore House.

4. Monthly Management Report

IGHT	BALANCE AT MONTH END
CURRENT ACCOUNT	£58,347.87

INTEREST ACCOUNT	£929.92
CREDIT CARD	-£603.28
SIS LOAN (Ard Bruach housing)	-£301,640.60
SIS LOAN (Trust General)	-£175,445.12

GTRL	BALANCE AT MONTH END
CURRENT ACCOUNT (TRIODOS)	£82,594.35
CAMPSITE ACCOUNT (VIRGIN MONEY)	£24,575.68

GREL	BALANCE AT MONTH END
CURRENT ACCOUNT	£94,162.73
SINKING ACCOUNT	£31,195.66

5. Housing & Commercial Tenancies

- Ard Bruach 1: Resignation received from the current tenants.
- Ard Bruach 2: One application was received and will be allocated via the HomeHunt process.
- Croft 6: A letter is to be sent from the Trust, stating that permanent residency is a requirement of the tenancy.
- Boathouse: No further update on the sale of the lease.
- Café: Resignation of lease in November 2026 was acknowledged. Advertise lease in November unless lease is sold forward before then.
- Holiday Lets: AY declared a conflict. Resignation of lease in November 2026 was acknowledged. It was agreed to advertise the lease in whole or in parts (Ferry Crofts and/or Steadings). AY stated that separating the properties could make the business more viable as they would operate below VAT thresholds.

6. Sub-Committees:

- HR (FC & GW):
New policies coming into place (advised by Sarah Whitman, Delfinity).
All employees have been notified they have the right to join a trade union.
Zero-hours and annualised hours changes to be reviewed by the Hotel Managers.
Probationary periods will change from April 2027, and closer performance monitoring will be required.
Maintenance vacancy received 4 applications. SB, TL and FC to be on interview panel.
Business Development Manager vacancy received 8 applications total. JM, FC, GW & AY are the interview panel. 7 have been invited for interviews.
SB to have access to JM's inbox to monitor until new post holder is in position. Handover notes and login details have been prepared.
FC will temporarily act as Company Secretary. Microsoft Teams AI transcript to be investigated to help take minutes for efficiency.
Part-time Office Administrator job should be advertised this week. Real Living Wage (£13.45 per hour) for 15 hours per week.

JC joined the meeting at 1.45pm.

- Hotel (GW & KW):
5 bedrooms to be available from mid-July.
Renovation works underway and scheduled – carpets and furnishings arranged.
HR changes to contracts being reviewed and to be discussed with Sarah Whitman.
External painting works to be reconsidered as initial quotes are high. Rough casting south gable should be completed prior to paint works.

Socials, website and booking platform to be progressed. Suggest Managers delegate this responsibility if necessary.

Hotel Managers have a £200 spend limit for any 1 item. They should seek approval from SB for any items exceeding this. This does not include regular stock orders (food and beverage).

Hotel Managers have oversight of renovation budget but should still run proposals by SB and Hotel Directors so there is some collective input to these decisions.

Performance indicators are to be discussed and formalised. AY will input into this and help review Hotel Managers financial information and spreadsheets.

Staffing costs need to be monitored.

- Gardens (TL & GW):

Staffing: Continue with John and Maurice full time. Morgan to come 1 week per month. Mark cutting grass for 4 hours per week. In the new year we will consider future staffing as John may reduce hours come May 2027. CJ will lead on visitor facing activities such as guided walks, signage, labelling, leaflets, social media.

Toilet work completed: Thanks to be issued in newsletter to volunteers and Stevie Dickie. Card to be sent to Stevie Dickie for not charging for repairing the gardens toilet doors.

Massey tractor: It is expected to cost £4k-5k to restore the Massey tractor. £1k was offered to sell it to Hamilton Brothers. It was discussed whether there could be any fundraising done to restore it. The board agreed to ask community members for more information on the tractors history and thereafter canvas the community's opinions on what to do with the tractor. This may be discussed at the members meeting. TL/GW to follow up with gardens team to move the tractor into the visitor hut. KW to follow up with heritage information and community consultation.

Big tractor: John M to clean up tractor and move it to the mainland. TL to investigate whether Glenside would buy it or collect it for auction. Original price was £14k and has hardly been used.

- Farming (FC):

Bell Ingram coming over in July. List of actions prepared and to be shared with Anderw Thomson.

- Finance (FC, JC & IW):

Arrears noted in the MMR are being addressed and monitored by SB. SB will notify if any matters require to be escalated.

- Communications (KW):

Forum: 35 members have signed up but engagement is low so far. Possible poll to be put up to try encouraging activity.

Newsletter: KW no longer doing newsletter but IGHT staff do not have capacity currently. Propose to seek volunteer help to prepare the newsletter and in the meantime the newsletter will be suspended. JC said there were residents offering to volunteer in office but there would be issues with confidentiality.

Memo: KW to prepare June memo.

7. Achamore House

Per & Monica Ostlund to be invited for a meeting at Gigha Hotel. Originally contacted on 20th February regarding Keill Road contribution and have failed to engage in a conversation so far.

8. Correspondence

9. AOB

Meeting closed: 3.20pm

Next meeting dates:

- Half-monthly board meeting: 13th July
- Board meeting: Wednesday 29th July (member surgeries)
- Members meeting: Thursday 30th July

Action	Allocation	Update
Big tractor sale – Glenside/Auction options	TL / JohnM	
Prepare Road's Policy statement	FC	
Drumyeonmore shed repairs scope of works	TL / Bell Ingram	
1 Ard Bruach – allocate to John & Janette McKie once vacant	SB	
2 Ard Bruach – allocate via HomeHunt	SB	
Advertise Holiday Lets (whole or in lots)	SB	
Maintenance interviews	SB, FC & TL	
Business Development Manager interviews	JM, FC, GW & AY	Scheduled 23-25 June
Interim Company Secretary role – minute taking and updating Companies House	FC	
Advertise Office Administrator role	JM	
Meet Hotel Management Team to discuss and set performance indicators	GW/KW/AY	
Review HR changes for hotel staff	J&J/GW	
Thank gardens volunteers in newsletter & Stevie Dickie	SB/Gardens team	
Massey tractor – heritage & community views	KW	
Massey tractor – move to Visitor Hut	Gardens team	
Bell Ingram arrangements	FC	
Seek volunteers for newsletter	Board	
Prepare June Memo	KW	
Arrange meeting with Achamore House	Board	
Correspondence drafts	JM	Responses sent on 23.06.26