

**DRAFT minutes of the meeting of
Oban Community Harbour Development Association Management Committee**

October 14th 2020 at 16:00 hours

This meeting was held by Zoom

Present John MacAlister, Peter Tosh, Alison Rennie, David Vass, Duncan Martin, Andy Spence, Robert Kincaid, Ross Wilson, Phil Hamerton, Tony Bennett (ex officio)

Apologies Tony Hammock, Keith Miller,

1. Minutes of the previous meeting

1.1. The minutes of the September meeting were approved without amendment.

2. Matters Arising

2.1. There were no issues raised not covered by the agenda.

3. Other urgent business

3.1. There was none.

4. The election of office bearers

The election of office bearers was confirmed as follows:

Chair: John MacAlister
Vice-chair: Ross Wilson
Treasurer: Peter Tosh
Secretary: Alison Rennie

5. Membership of the committee

Vacancy

5.1. It was noted that there is one vacancy for the committee. This requires to be filled by an AGM.

Co-option

5.2. Paul Knight and Mike Thoms were both accepted as co-opted members to the committee until the next AGM.

6. OCHDA Membership requests

6.1. Both Douglas Fotheringham and Fiona Kincaid were accepted as members and will be sent letters informing them of this.

7. Working groups

- 7.1. John emphasised the need for each working group to agree proposals and select a spokesperson who would present their conclusions to the committee.
- 7.2. Tony indicated that he would try and put together a series of tables/spreadsheets that could be used by each working group to help with identifying and scheduling specific work tasks **(TB)**

8. Reports from working groups

Fundraising and public awareness working group

- 8.1. Phil spoke to his report.
- 8.2. The Expression of Interest to the Crown Estate Scotland - Community Capacity Fund has been submitted. There will be a great deal of work required, over 10 weeks, if we are selected for the next 'round'. **(PH)**
- 8.3. The text of a general public flyer has been suggested. Further work is required on this, text and presentation. The flyer and other publicity could, usefully, be linked to a specific event (e.g. a consultation exercise). **(AS & PH)**
- 8.4. A revised letter requesting financial support has been written. A note of supporters contacted to date has been noted and a list of potential supporters not contacted was also suggested. Both of these require further work, to tailor letters to organisations. **(PT & AR)**
- 8.5. Phil emphasised the need for each working group to draw up a list of monies it would need to carry out its work and the timescale in which they were needed. This will guide the work of the group and allow the development of a minimum budget but also an aspirational one.

Harbour extent

- 8.6. TB provided clarification on the justification for the proposed northern harbour boundary.
- 8.7. There was a discussion about combining the start of the public consultation on the harbour limits with a corresponding article/update in the Oban Times.

Business planning

- 8.8. It was reported that requested data is awaited from CMAL to inform this.

Harbour Order & Negotiations with Argyll and Bute Council (A&BC) and Transport Scotland

- 8.9. Tony confirmed that he had re-worked the draft Heads of Terms for discussions with

A&BC and had forwarded these to Burness-Paul for consideration. B-P have still to come back with feedback. Tony to chase B-P to try and get the process started as it underpins the whole project. **(TB)**

9. Dates and times of next meetings

9.1. Phil agreed to arrange the next three meetings: weeks beginning 26th of October, 16th November, and 14th December.

10. Other competent business

10.1. There was no other business.