



Board Meeting  
29 November 2023  
10.30am  
Argyll House, Dunoon

Present Andrew Nisbet, Chair  
Mairi Coleman, Vice Chair  
Kevin Anderson, Chief Officer  
Cllr William Sinclair  
Benjamin Jones  
Paul Ashworth, Services & Support Manager  
Alex Edmonstone, Commercial Operations Manager

Joined by Teams Cllr Maurice Corry  
Cllr Ian MacQuire  
Gillian Munro, Minutes

No.	Item
1.	<b>Apologies</b> No apologies.
2.	<b>Any Other Competent Business to be Considered at end of Meeting</b> Dunoon Presents HMI Inspection for CLD
3.	<b>Declaration of Interest</b> Mairi advised that MacLeod Construction Ltd are tendering for the roofing work at LCC. This was noted. Agreed no conflict of interest.
4.	<b>Minutes of previous meeting 30.08.23</b> Minutes were agreed and proposed by Benjamin Jones and seconded by William Sinclair.
5.	<b>Business &amp; Performance Sub Committee 25.10.23</b>  <b>Minutes of Business &amp; Performance Sub Committee</b> <b>Motion</b> The Board were asked to agree the minutes of the sub-committee. <b>Decision</b> The minutes were agreed by the Board.

6. R	<b>Financial Outlook 23/24 Restricted</b>
7. R	<b>Membership Pricing Model Restricted</b>
8. R	<b>Budget 24/25 – Cost of Services Restricted</b>
9. R	<b>Annual Services Payment – Balancing Actions Restricted</b>
10.R	<b>Performance Scorecard Restricted</b>
11. R	<p><b>Risk Register Review Nov 23</b> The Board were advised of changes to the risk register and the associated risk levels.</p> <p><b>Motion</b> The Board were asked to note the detail provided in the updated paper.</p> <p><b>Decision</b> The Board noted the detail provided. Add mitigation regarding Safeguarding protocols that are in place and update.</p>
12. R	<b>Safeguarding Policy Review Restricted</b>
14.	<p><b>Schedule of Meeting Dates</b></p> <p>All proposed dates were agreed.</p>
15. R	<p><b>AOCB Restricted</b></p> <p><b>HMI Inspection of CLD</b> The Board were advised the next meeting is 08/01/24 and everything is on schedule to be in place including the CLD plan.</p> <p><b>Motion</b> The Board were asked to note the upcoming inspection.</p> <p><b>Decision</b> The Board discussed and noted the upcoming inspection.</p> <p><b>Eilidh Petro – Accountant</b> The Board appreciate all Eilidh’s work she has carried out while with liveArgyll.</p>

	<p>Temporary arrangements for Eilidh to still complete the VAT return. Any financial gaps will be picked up by Kevin and Paul in the interim until a new accountant is in place.</p> <p><b>Cllr Ian MacQuire</b> Ian advised the Board he will be stepping down from the Board due to work commitments. The Chair acknowledged Ian's contributions and wished him well.</p>
16	<p><b>Date of next meeting</b> <b>29<sup>th</sup> February 2024 – Corran Halls, Oban</b></p>