

**HIGHLAND COMMUNITY BROADBAND COMMUNITY INTEREST COMPANY**  
**Registered in Scotland no. SC545398**  
**Registered office at Radio House, Mill Street, Ullapool, Ross-shire IV26 2UN**

**Minutes of a meeting of the directors**  
**on 6th March 2017 at 12.00pm at Radio House**

Present: Duncan Cook (DC), Nick Lampen (NL), Kim Tunsley (KT), Philip Wild (PW) & Susan Agnew (SA).

1. Approval of Minutes

Minutes of the February meeting were proposed by SA seconded by PW and approved.

2. Progress Report

We are now eight weeks behind schedule.

The potential site at Ardvreck has been abandoned. However a new site at Morefield has been found and the transmission station has been erected. However power cannot be connected permanently until the site is fenced. Micky Dunoon is to provide a quote and do this w/c 13/03/17. Lochbroom Woodfuels have approached us about tendering to quote for future fencing work, an area they are interested in diversifying into. SA noted that the fencing needs to be on rock as otherwise the subsidy may be lost. SA further noted that SNH had found that stock fencing, as opposed to deer fencing, would be sufficient.

The Leckmelm Transmitter is still waiting for a decision from Inverlael Estate over whether we can run a power cable across the land however Leckmelm has given us permission for a renewables station and / or to run a power cable from the nearest SSE pole mounted transformer. This would take SSE a month to connect.

KT is meeting with installer contractors this week to explain the process and quality required.

KT is going to Tanera Mor to assess sites there and at Old Dornie for transmitter stations on Wednesday 7<sup>th</sup>.

DC is going to meet the Peukurts at Ardmair to confirm they are happy with hosting and powering a transmission site before we can plot our route north.

NL is to email Nigel Middleton at Altnaharrie Inn re. Insurance

The mast design has been changed to include guy-wires, which reduces cost and increases stability.

### 3. Installations

The priority installations will start to take place by the end of next week.

### 4. Employee Contracts

NL to organise Angie's contract

### 5. Website

DC is to move the site to Wordpress so that NL can update the content easily.

### 6. Standard Subscribers opening date

This will open when the backhaul is finally connected. DC will create an expression of interest subscriber form for the website.

### 7. WISPA

We will join in June, once we are up and running, and attend the conference.

### 8. Office and Label Printers

DC and KT both have one so there is no need to buy one.

### 9. Additional Installation Work

This will now be charged at £30ph

### 10. AOB

NL is to analyse and produce a flow chart for the BBUK process

NL is to email Simon Jeffreys about the Shareholder Certificates

SA pointed out that EE is to put in 4G for the emergency service and how this would affect us, the consensus is that, even if it becomes available to consumers, it will not due to price and backhaul capacity constraints.

We are still waiting for our lease for the Radio Station.

### 17. Next Meeting

Monday 3<sup>rd</sup> April at 12PM

There being no other business, the Chair closed the meeting at 12.50 pm.

Signed ..... Chair on 6<sup>th</sup> March 2017